



ALAMEDA COUNTY
CONGESTION MANAGEMENT AGENCY

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ADMINISTRATION & LEGISLATION COMMITTEE

MEETING NOTICE

Monday, February 13, 2006; 9:30 a.m.

CMA Board Room
1333 Broadway, Suite 220
Oakland, California 94612

Members:

Chair: Councilmember Larry Reid
Vice Chair: Supervisor Scott Haggerty
Councilmember Jeff Wieler
Mayor Shelia Young
Mayor Robert Wasserman
Mayor Janet Lockhart
AC Transit Director Dolores Jaquez
BART Director Thomas Blalock

Staff Liaison: Dennis Fay
Secretary: Christina Muller

AGENDA

Copies of Individual Agenda Items are Available on the CMA's Website

1.0 PLEDGE OF ALLEGIANCE

2.0 PUBLIC COMMENT

Members of the public may address the Committee during "Public Comment" on any item not on the agenda. Public comment on an agenda item will be heard when that item is before the Committee. Anyone wishing to comment should make his or her desire known to the Chair.

3.0 CONSENT CALENDAR

- | | | |
|------------|---|---------------|
| 3.1 | Minutes of January 9, 2006 Meeting* (page 1) | Action |
| 3.2 | Annual Adoption of Investment Policy and Quarterly Investment Report* (page 5) | Action |

4.0 ADMINISTRATIVE MATTERS

- | | | |
|------------|---|--------------------------|
| 4.1 | Draft FY 2006-2007 Budget* (page 19) | Discussion/Action |
|------------|---|--------------------------|

In accordance with the joint powers agreement, the CMA Board must adopt a budget in March of each year. A draft budget must be released for review and comment in February. A draft work program was adopted by the Board in January. It is recommended that the Board approve the attached draft budget. This draft budget assumes the new positions and other changes suggested to respond to the growth in CMA responsibilities (see Agenda Item 4.2).

4.2 Response to Growing CMA Responsibilities* (page 25)

Discussion/Action

In response to the growth of the CMA's responsibilities and functions over the last year or so, staff has been reviewing policies, procedures and resource levels to assure to the extent possible the agency is ready for these new duties. In January, staff outlined a concept that would bring certain functions in-house that are now being provided through consultants. The Committee authorized staff to proceed and provide a detailed plan. It is recommended that the Board take the following actions:

1. Adopt the attached revision to the FY 2005-06 Budget, which includes the new positions that have been created to handle work previously provided by consultants.
2. Adopt Resolution 05-19 (Revised), Staff Salaries and Benefits for 2006, which specifies the salary ranges for the new positions.
3. Adopt the attached job specifications for Supervising Principle Transportation Engineer, Information Technology Specialist and Contracts Administrator and revised job specifications for Administrative Manager and Accounting Manager.

Converting selected consultant tasks to staff is within the forecast revenue for the agency and has the added benefit of providing revenue that can be applied to the administrative overhead of the agency rather than to the overhead of consultants.

4.3 Board Member Compensation* (page 59)

Discussion/Action

The attached material provides a survey of the meeting compensation paid to Board members by other organizations in the East Bay. Based on this survey, it is recommended that the Board consider an increase in Board member meeting compensation to \$125 per meeting.

4.4 CMA Board Retreat: Follow-up

Discussion/Action

The annual Board retreat will be held Friday, February 10, 2006 at the Martinelli Center in Livermore. Any follow-up actions resulting from the Board Retreat will be discussed under this item.

5.0 CONTRACTS, AGREEMENTS AND CONSTRUCTION STATUS REPORTS

5.1 I-680 Smart Carpool Lane: Cooperative Agreement with Caltrans for Final Design* (page 61)

Discussion/Action

It is recommended that the CMA Board authorize the Executive Director to sign the Cooperative Agreement with Caltrans for final design and Plans, Specifications and Estimates (PS&E) for the I-680 Smart Carpool Lane. The CMA will be using professional services for the design work previously authorized by the Board.

5.2 I-580 EB Interim HOV Lane Project Charter* (page 63)

Discussion/Action

The attached project charter identifies the scope and represents agreement on key elements of project development for the I-580 EB Interim HOV Lane Project, between the Alameda County CMA, Caltrans, Alameda County Public Works Agency, the cities of Livermore, Dublin, and Pleasanton and the Livermore-Amador Valley Transit Authority. It is recommended that the Board authorize the Executive Director to sign the charter, substantially as attached.

5.3 Uptown Transit Center: Construction Contract Award* (page 73)

Discussion/Action

On January 19th, 2006, the CMA received four bids for the Uptown Transit Center construction contract. The low bidder was NTK Construction with a bid of \$1,590,918. The engineer's estimate was \$1,846,375. It is recommended that the CMA Board award the Uptown Transit Center construction contract to NTK Construction, Inc., for an amount not to exceed \$1,750,000, which

includes a 10% contingency above the base bid amount. If for any reason the low bidder is unable or unwilling to execute a contract or provide required bonding, it is recommended the CMA award the contract to the next bidder.

6.0 LEGISLATION/PUBLIC AFFAIRS

6.1 Sacramento Report* (page 75)

Information/Discussion

A report from the CMA's Sacramento representative is attached.

6.2 Washington, DC Report* (page 89)

Information/Discussion

A report from the CMA's Washington, DC representative is attached.

6.3 State Infrastructure Package: Proposed Principles* (page 91)

Discussion/Action

Both the Governor and the Legislature have proposed infrastructure plans that involve bonds. Prior to the January Board meeting, the Chair and Vice Chair sent a letter to Senator Perata expressing the CMA's initial views. At the January meeting, the Board adopted three key advocacy points relative to a state infrastructure bond. The Bay Area CMA Executive Directors have also prepared a core set of principles for our respective boards to consider. These principles address the Board's points from the January meeting. It is recommended that the Board adopt the Executive Directors' principles with the additions suggested in the attached memo.

7.0 STAFF AND COMMITTEE MEMBER REPORTS

8.0 ADJOURNMENT/NEXT MEETING: MONDAY, MARCH 13, 2006

- * Attachment enclosed for members and key staff.
- ** Materials will be handed out at the meeting.
- (#) All items on the agenda are subject to action and/or change by the Committee.
- ✓ Materials are separately attached to the meeting packet.

*PLEASE DO NOT WEAR SCENTED PRODUCTS SO INDIVIDUALS WITH
ENVIRONMENTAL SENSITIVITIES MAY ATTEND*

ADMINISTRATION & LEGISLATION COMMITTEE
MINUTES OF JANUARY 9, 2006
OAKLAND, CA

Vice Chair Haggerty convened the meeting of the Administration & Legislation Committee at 9:34 a.m. The roster of attendance is attached.

1.0 PLEDGE OF ALLEGIANCE

2.0 PUBLIC COMMENT

There were no public comments.

3.0 CONSENT CALENDAR

- 3.1 Minutes of December 2, 2005 Meeting**
- 3.2 Minutes of December 12, 2005 Meeting**
- 3.3 Local Business Enterprise (LBE), Small Business Enterprise (SBE), and Disadvantaged Business Enterprise (DBE) Programs: Status Report**

A motion was made by Hosterman to approve the Consent Calendar; a second was made by Wasserman. The motion passed unanimously.

4.0 ADMINISTRATIVE MATTERS

4.1 Retiree Health Benefits

Fay advised the Committee that at the December 2, 2005 workshop the Committee decided on a two-tier program. Existing employees would continue to be covered under the current resolution. The CMA contribution to the retiree health care premium for new employees would vary according to years of service. The Committee asked staff to develop options for capping this contribution. Fay noted that a cap is not recommended for the reasons noted in the memo. He reviewed the approach to implementing the retiree health benefit for new employees that includes the years of service requirement. A motion was made by Wasserman to forward the staff recommendation to the Board for approval; a second was made by Jaquez. The motion passed unanimously.

4.2 Response to Growing CMA Responsibilities

Fay advised the Committee that in response to the growth of the CMA's responsibilities and functions over the last year or so, staff has been reviewing policies, procedures and resource levels to assure to the extent possible the agency is ready for these new duties. In September 2005, the CMA adopted changes to the Administrative Code relating to these new duties. Staff has continued to review needed changes in order to position the agency for success. Fay reviewed the memo outlining a proposed concept for bringing certain functions in-house that are now being provided through consultants. He reviewed the budget implications, including savings and benefits. Converting selected consultant tasks to staff is within the forecast revenue for the agency and has the added benefit of providing revenue that can be applied to the administrative overhead of the agency rather than to the overhead of consultants. A motion was made by Jaquez to support this approach and return this item in February with a detailed plan, including job specifications and a revised annual budget for action; a second was made by Wieler. The motion passed unanimously.

4.3 Draft FY 2006-2007 Work Program

Fay advised the Committee that in accordance with the joint powers agreement the CMA Board must adopt a budget in March of each year. He noted that a draft budget must be released for review and comment in February and in order to prepare a budget, a work program is necessary. Fay reviewed the proposed draft work program. A motion was made by Blalock to forward the proposed draft work program to the Board for approval; a second was made by Reid. The motion passed unanimously.

5.0 CONTRACTS, AGREEMENTS AND CONSTRUCTION STATUS REPORTS

5.1 Community Based Transportation Plans: East Oakland and Berkeley

Stark requested that the Committee recommend that the Board authorize the Executive Director: (1) to sign a fund transfer agreement with MTC for the East Oakland and Berkeley community based transportation plans in the amount of \$120,000; and (2) to sign contracts with the selected consultant(s) in an amount not to exceed \$120,000 (\$60,000 per plan). These two plans will complete the community-based transportation planning activity identified by MTC. A motion was made by Reid to forward staff recommendations to the Board for action; a second was made by Wasserman. The motion passed unanimously.

5.2 International/Telegraph Rapid Bus Project: Construction Project Status Report

Minoofar requested that the Committee review and accept the Construction Progress Report for the International/Telegraph Rapid Bus Project. A motion was made by Reid to accept the Construction Progress Report for the International/Telegraph Rapid Bus Project; a second was made by Blalock. The motion passed unanimously.

5.3 2006 LOS Monitoring Data Collection and Data Entry

Suthanthira requested that the Committee recommend that the CMA Board authorize the Executive Director to execute an agreement with the selected consultant to perform traffic data collection and entry for the 2006 Level of Service (LOS) Monitoring Study in an amount not to exceed \$55,000. She noted that the LOS Monitoring is performed on the CMP roadways of the county biennially and the Request for Proposals was issued on December 15, 2005 and a consultant is expected to be selected in the second week of February 2006. A motion was made by Blalock to forward staff recommendations to the Board for action; a second was made by Wasserman. The motion passed unanimously.

6.0 LEGISLATION/PUBLIC AFFAIRS

6.1 Sacramento Report

Fay reviewed Lynn Suters Report dated December 29, 2005. This item is for information only.

6.2 Washington, DC Report

Fay reviewed Copeland Lowery Report dated December 30, 2005. This was for information only.


7.0 STATE AND COMMITTEE MEMBER REPORTS

There were no reports this month.

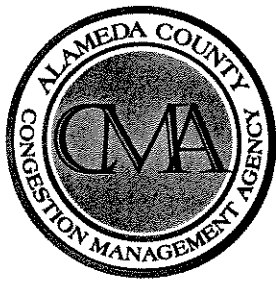
8.0 ADJOURNMENT/NEXT MEETING: MONDAY FEBRUARY 13, 2006

Chair Reid adjourned the Committee until the Monday, February 13, 2006 meeting at 9:30 a.m. at the CMA office.

Attest By:

A handwritten signature in black ink, appearing to read 'Christina Muller', with a long horizontal flourish extending to the right.

Christina Muller, Board Secretary



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CONGESTION MANAGEMENT AGENCY

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ADMINISTRATION & LEGISLATION COMMITTEE

JANUARY 9, 2006

ROSTER OF MEETING ATTENDANCE
CMA OFFICES, OAKLAND, CALIFORNIA

NAME	JURISDICTION/ ORGANIZATION	PHONE #	E-MAIL
1. C. Muller	Staff	(510) 636-2560	cmuller@accma.ca.gov
2. Zack Wasserman	WRBD	834-6600	Zwasserman@wendel.com
3. Neal A. Parish	WRBD	510-834-6600	NParish@wendel.com
4. Dolores Jorgensen	AC Transit		
5. Scott Haggerty	ALAMEDA	510-272-6681	SCOTT.HAGGERTY@ACGOV.ORG
6. BOB WASSERMAN	PREMONT	284 4011	
7. Tom Blacklock	BART	490-7565	
8. Sally E. Ford	Oakland	238-7007	
9. Jeff Wiley	Redwood	428-1648	
10. Jennifer Hesterman			
11. Dennis Fay	Staff		
12.			
13.			
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23.			

MEMORANDUM

*February 13, 2006
Agenda Item 3.2*

DATE: February 13, 2006
TO: Administration and Legislation Committee
FROM: Dick Swanson, Contract Investment Advisor
SUBJECT: Adoption of Annual Investment Policy and Presentation of Quarterly Investment Report

Action Requested

State law requires that each local government annually adopt an investment policy. The Agency's investment policy was last updated and adopted by the Board of Directors on February 24, 2005. The Policy has been reviewed and staff believes no changes are required. The Policy is attached and presented for your review and re-adoption for the current year.

In addition, the Investment Policy requires that the Executive Director render an investment report to the Board of Directors at least 30 days following the end of the quarter. The Agency's first Quarterly Investment Report is attached for your review and acceptance.

Discussion

The Agency's Annual Investment Policy was reviewed by several public sector investment managers for completeness and currency. As a result, no changes were or are recommended.

In September and in December of 2005, the Agency elected to directly invest approximately \$ 14 Million of Exchange Fund reserves for periods of three months (\$ 5 Million) and six months (\$9 Million) because yields on permitted investments were significantly higher than those achievable through LAIF, where the Agency had historically held virtually all of its funds. Prior to initiating any investment activity, an analysis of the Agency's cash flow requirements indicated that the amounts invested were not needed during the time the funds would be invested.

A Summary of the Agency's current investment portfolio is attached for your review. A conservative estimate indicates that the composite yield to maturity of the Agency's portfolio exceeded the yield achievable through LAIF for the comparable time frame by 30-35 basis points, or approximately \$45 to \$50,000

**Alameda County Congestion
Management Agency**

Annual Investment Policy

Reviewed and Adopted

By the

Board of Directors

On

February 23, 2006

ALAMEDA COUNTY CONGESTION
MANAGEMENT AGENCY
ANNUAL INVESTMENT POLICY

I. INTRODUCTION

The purpose of this policy is to assure a prudent and systematic investment program and to organize and formalize investment-related activities.

All funds shall be invested in accordance with this Annual Investment Policy. The Annual Investment Policy is based on the California Government Code Section 53601 et seq. (herein after referred to as the "Code") related to the investment of public funds and prudent money management.

II. SCOPE

It is intended that this Annual Investment Policy cover all funds and investment activities under the direction of the Agency.

III. PRUDENCE

The standard of prudence to be used by investment officials shall be the "prudent person" standard, which states, "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

The overall investment program shall be designed and managed with a degree of professionalism that is worthy of public trust. The Agency shall recognize that no investment is totally risk less and that the investment activities of the Agency are a matter of public record. Investment officers acting in accordance with this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

IV. OBJECTIVES

The primary objectives, in priority order, of the Agency's investment activities shall be:

- 1) Safety. Safety of principal is the foremost objective of the investment program. The Agency's investments shall be undertaken in a manner that seeks to ensure preservation of capital in the portfolio.
- 2) Liquidity. The Agency's investment portfolio shall remain sufficiently liquid to enable the Agency to meet its cash flow requirements.
- 3) Total Return On Investment. The Agency's investment portfolio shall be designed with the objective of attaining a market rate of return on its investments consistent with the constraints imposed by its safety objective and cash flow considerations.

Safety of principal is the primary objective of the Agency. Each investment transaction shall seek to ensure that large capital losses are avoided from securities or broker-dealer default. The Agency shall seek to ensure that capital losses are minimized from the erosion of market value. The Agency shall seek to preserve principal by mitigating the two types of risk, credit risk and market risk.

Credit risk, the risk of loss due to failure of the issuer of a security, shall be mitigated by investing in only permitted investments and by diversifying the investment portfolio according to this Annual Investment Policy.

Market risk, the risk of market value fluctuations due to overall changes in the general level of interest rates, shall be mitigated by matching maturity dates, to the extent possible, with the Agency's expected cash flow draws. It is explicitly recognized herein, however that, in a diversified portfolio, occasional losses are inevitable and must be considered within the context of the overall investment return.

V. DELEGATION OF AUTHORITY

The management responsibility for the investment program is hereby delegated to the Executive Director who shall monitor and review all investments for consistency with this investment policy. The Executive Director may delegate responsibility for day-to-day management of the portfolio. No person may engage in an investment transaction except as provided under the limits of this policy. The Executive Director may also delegate the investment decision making and execution authority to an investment advisor. The advisor shall follow the policy, which has been approved by the Board of Directors and such other written instructions as are provided.

VI. ETHICS AND CONFLICT OF INTEREST

Officers and employees involved in the investment process shall refrain from personal business activities that could conflict with proper execution of the investment program, or which could impair their ability to make impartial decisions. Agency employees and officers involved in the investment process shall disclose to the Executive Director any material financial interests in financial institutions that

conduct business with the Agency, and they shall further disclose any personal financial/investment positions that could be related to the performance of the Agency's portfolio.

VII. INTERNAL CONTROLS

The Executive Director or his designee shall establish a system of internal controls, which shall be documented in writing. The controls shall be designed to prevent losses of public funds arising from fraud, employee error, and misrepresentations by third parties and imprudent actions by employees or officers of the Agency. The internal controls shall be reviewed with the Treasurer/Auditor and the independent external auditor. The Treasurer/Auditor shall perform a review of the internal controls at least on an annual basis.

VIII. PERMITTED INVESTMENT INSTRUMENTS

The Agency's policy is to invest only in instruments as permitted by the Code, subject to the limitations of this Annual Investment Policy. Permitted investments for Board designated "Operating Funds", unless otherwise specified, are subject to a maximum stated term of 180 days. Permitted investments under Board designated "Reserve Funds", unless otherwise specified, are subject to a maximum stated term of up to three years. The Board of Directors must grant express written authority to make an investment or to establish an investment program of a longer term.

Maturity shall mean the stated final maturity of the security, or the unconditional put option date if the security contains such provision. Term or tenure shall mean the remaining time to maturity when purchased.

Permitted investments shall include:

1. U.S. Treasury Obligations: United States Treasury notes, bonds, bills or certificates of indebtedness, or those obligations for which the full faith and credit of the United States are pledged for the payment of principal and interest.
2. Obligations of Federal Agencies and U.S. Government Sponsored Enterprises: Obligations issued by Banks for Cooperatives, Federal Land Banks, Federal Intermediate Credit Banks, Federal Farm Credit Banks, Federal Home Loan Banks, the Federal Home Loan Bank Board, the Tennessee Valley Authority, or in obligations, participation's, or other instruments of, or issued by, or fully guaranteed as to principal and interest by, the Federal National Mortgage Association; or in guaranteed portions of Small Business Administration notes; or in obligations, participation's, or other instruments of, or issued by, a federal agency or a United States government-sponsored enterprise, or such agencies or enterprises which may be created.

3. State of California Obligations: Registered state warrants, treasury notes or bonds of the State of California, including bonds payable solely out of revenues from a revenue-producing property owned, controlled, or operated by the state or by a department, board, agency or authority of this State.
4. Local Agency Obligations: Bonds, notes, warrants or other evidences of indebtedness of any local agency of the State, including bonds payable solely out of revenues from a revenue-producing property owned, controlled, or operated by a local agency or by a department, board, agency or authority of a local agency. Such obligations must be rated A-1/P-1, or equivalent or better short-term; or Aa/AA or better long term by two national rating agencies.
5. Bankers' Acceptances: Bills of exchange or time drafts drawn on and accepted by domestic or foreign banks, which are eligible for purchase by the Federal Reserve System, the short-term paper of which is rated in the highest letter and numerical rating (A-1/P-1) by Moody's Investors Services and by Standard & Poor's Corporation.

Purchases of Banker's Acceptances may not exceed 180 days maturity or 25 percent of the Agency's portfolio. No more than five percent of the Agency's portfolio may be invested in the Banker's Acceptances of any one commercial bank.

6. Commercial Paper: Commercial paper of "prime" quality of the highest ranking or of the highest letter and numerical rating (A-1/P-1) as provided by Moody's Investors Service, Inc. and Standard & Poor's Corporation; provided that the issuing corporation is organized and operating within the United States, has total assets in excess of \$500 million and has an "A" or higher rating for its long-term debt, if any, as provided by Moody's or Standard & Poor's.

Purchases of eligible commercial paper may not exceed 270 days maturity nor represent more than 10 percent of the outstanding paper of an issuing corporation.

Purchases of commercial paper may not exceed 25 percent of the Agency's portfolio. No more than five percent of Agency's portfolio may be invested in Commercial Paper of any one corporation pursuant to this section.

7. Repurchase Agreements: Investments in repurchase agreements and reverse repurchase agreements may be utilized only as short-term investments, not to exceed 90 days.

Repurchase agreements may be utilized only when all of the following conditions are met:

- (a) The term of repurchase agreements shall be for 90 days or less.

- (b) The Agency shall have properly executed a Public Securities Association (PSA) Master Repurchase Agreement with each firm with which it enters into Repurchase Agreements.
 - (c) Repurchase agreements shall only be made with counterparties that are primary dealers of the Federal Reserve Bank of New York rated "A1", "AA" or better by two nationally recognized rating services.
 - (d) The market value of securities that underlay a Repurchase Agreement shall be valued at 102 percent or greater of the funds borrowed against those securities and the value shall be reviewed weekly unless market conditions warrant daily valuation. Each time there is a substitution of collateral, the market value must be calculated and the Agency must be notified of the substitution.
 - (e) Collateral shall be limited to obligations of the U.S. Government and its agencies and U.S. Government sponsored enterprises as described in #1 and #2 of this section.
 - (f) Collateral shall be delivered to a third party custodian in all cases, and the Agency shall obtain a perfected first security interest in all collateral.
8. Corporate Notes: Medium-term corporate notes of a maximum of five years maturity issued by corporations organized and operating within the United States or by depository institutions licensed by the U.S. or any state and operating within the U.S. Notes eligible for investment shall be rated in a category "A" or its equivalent or better by a nationally recognized rating service.
- Purchase of medium-term corporate notes may not exceed 30 percent of the Agency's portfolio and shall be limited to five percent in any one issuer.
9. Insured Savings/Money Market Accounts: Federal Deposit Insurance Corporation (FDIC)-insured savings accounts or Securities and Exchange (SEC)-registered money funds.
10. Negotiable certificates of deposit or deposit notes issued by a nationally- or state-chartered bank or a state or federal savings and loan association or by a state-licensed branch of a foreign bank. Such obligations must have long-term ratings of Aa/AA or better by two national rating agencies.

Purchases of negotiable certificates of deposit may not exceed 30 percent of the Agency's portfolio and shall be limited to five percent in any one issuer. (Deposit notes and bank notes shall be included with negotiable certificates of deposit in calculating allowable maximum percentages.)

11. Mortgage and Asset-Backed Obligations: Any mortgage pass-through security collateralized mortgage obligation, mortgage-backed or other pay-through bond, equipment lease-backed certificate, consumer receivable-backed bond of a maximum of five years maturity. Such obligations must be rated Aa/AA or better long term by two national rating agencies and the issuer of such obligations must be rated Aa/AA or better by two national rating agencies. Purchases of securities authorized by this section may not exceed 20 percent of the Agency's portfolio, which may be invested pursuant to this section and shall be limited to five percent in any one non-governmental issuer.
12. Mutual Funds: Shares of beneficial interest issued by diversified management companies, as defined in Section 23701m of the Revenue and Taxation Code, investing in the securities and obligations authorized by sections a through l of Government Code section 53601. To be eligible for investment pursuant to this subdivision these companies shall either: (1) attain the highest ranking letter or numerical rating provided by at least two of the three largest nationally recognized rating services or (2) have an investment advisor registered with the Securities and Exchange Commission with at least five years experience investing in securities and obligations authorized by Government Code Section 53601 and with assets under management in excess of \$500,000,000. The purchase price of shares of beneficial interest purchased pursuant to this subdivision shall not include any commission that these companies may charge and the Agency may not use any fund that assesses fees for deposits or withdrawals.

The purchase price of shares shall not exceed 20 percent of the Agency's portfolio.

13. State of California's Local Agency Investment Fund (LAIF): In accordance with Section 16429.1 of the California Government Code, the Agency may invest up to the maximum amount permitted by law in LAIF. The LAIF portfolio, including its average maturity, credit quality and Investment Policy shall be reviewed annually.

Credit criteria listed in this section refer to the credit of the security or the issuing organization at the time the security is purchased.

IX. INELIGIBLE INVESTMENTS

Any security type or structure not specifically approved by this policy is hereby specifically prohibited. Security types which are prohibited include,

- (a) Inverse floaters, range notes, dual index notes, leveraged or deleveraged floating-rate notes, or interest-only strips that are derived from a pool of mortgages.
- (b) Any security that could result in zero interest accrual if held to maturity.

- (c) Any security with an unusually high degree of interest rate sensitivity or credit risk.
- (d) Any security that is foreign currency denominated.

X. RATING DOWNGRADES

The Agency may from time to time be invested in a security whose rating is downgraded. In the event of a downgrade, the Executive Director or his designee shall report the downgrade to the Board at the next scheduled presentation of the portfolio. In the event of a downgrade below the minimum credit rating criteria permitted by this investment policy, the designated investment manager shall immediately report the downgrade to the Executive Director. The Executive Director or his designee shall report to the Board, at their next regularly scheduled meeting, both the downgrade and the action that has been taken.

XI. DIVERSIFICATION

Investments shall be diversified to eliminate the risk of loss resulting from over concentration of assets in a specific maturity, specific issue, or specific class of securities. Diversification limits ensure the portfolio is not unduly concentrated in the securities of one type, industry, or entity, thereby assuring adequate portfolio liquidity should one sector or company experience difficulties.

INSTRUMENTS	Maximum % of Portfolio at Time of Purchase
A. U.S. Treasuries (including U.S. Treasury Coupon and principal STRIPS)	100% (Code)
B. Federal Agencies and U.S. Government Sponsored Enterprises	100% (Code)
C. State of California and Local Agency Obligations	25% (Code 100%)
D. Bankers Acceptances	30% (Code 40%)
E. Commercial Paper	25% (Code)
F. Negotiable Certificates of Deposit	30% (Code)
G. Repurchase Agreements	100% (Code)
H. Corporate Securities/ Certificates of Deposit	30% (Code)
I. Mutual Funds	20% (Code)
J. Mortgage and Asset-backed Securities	20% (Code)
K. Money Market Funds	20% (Code)

Issuer/Counterparty Diversification Guidelines – The percentages specified below shall be adhered to on the basis of the entire portfolio:

- | | |
|--|-----|
| i. Any one Federal Agency or Government Sponsored Enterprise | 35% |
| ii. Any one repurchase agreement counterparty name | |
| If maturity/term is ≤ 7 days | 50% |
| If maturity/term is > 7 days | 25% |

Issuer/Counterparty Diversification Guidelines for All Other Securities described in Subsections A-K in VII. Permitted Investments of this Annual Investment Policy:

Any one corporation, bank, local agency, or other corporate name for one or more series of securities, and specifically with respect to special purchase vehicles issuers for mortgage and asset-backed securities, the maximum applies to all such securities backed by the same type of assets of the same issuer.

5%

XII. SALES PRIOR TO MATURITY

In the effort to maximize portfolio performance, the Agency may, from time to time, sell securities that it owns in order to better reposition its portfolio assets in accordance with updated cash flow schedules or better market opportunities.

XIII. MAXIMUM MATURITY

To the extent necessary, the Agency shall match investments with anticipated cash flow requirements. Investment maturities greater than three years require approval of the Treasurer/Auditor. Long-term securities of more than one year shall be limited to 40% of the portfolio.

XIV. REPORTING REQUIREMENTS

In accordance with Government Code Sections 53600 through 53609, the Executive Director or his designee shall annually render to the Board a statement of investment policy, which the Board shall consider at a public meeting.

The Executive Director shall, quarterly, render an investment report to the Board of Directors. The quarterly report shall be submitted within 30 days following the end of the quarter. The following shall be included, if applicable:

- Type of investment instrument (i.e. Treasury Bill, medium-term note)
- Issuer names
- Purchase date (trade and settlement date)
- Maturity date
- Par value
- Purchase price
- Coupon rate

- Call/refunding date and price
- Discounts or premiums, if any
- Accrued interest paid at purchase, if any
- Accrued interest to date
- Amortization of premium/discount
- Overall portfolio yield based on cost
- Yield at market
- Book value
- Current market value and the source of the valuation
- Current credit rating of each security other than U.S. Treasuries
- Average maturity or duration
- Unrealized market value gain or loss (i.e., market value-book value)
- Broker/dealer from whom the security was purchased
- Other special features, characteristics, or comments

The quarterly report also shall (i) state compliance of the portfolio to the statement of investment policy, or manner in which the portfolio is not in compliance, (ii) include a statement denoting the ability of the Agency to meet its cash expenditure requirements for the next six months, or provide an explanation as to why sufficient money shall, or may, not be available.

XVI. SAFEKEEPING AND CUSTODY

All securities owned by the Agency shall be kept in safekeeping with "perfected interest" in the name of the Agency by a third-party bank trust department, acting as agent for the Agency under the terms of a custody agreement executed between the bank and the Agency.

All securities shall be received and delivered using standard delivery versus payment procedures.

XVII. PERFORMANCE STANDARDS

Any investment(s) shall be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles commensurate with the investment risk constraints and cash flow needs of the Agency. The Agency shall establish performance benchmark indices for specific funds for performance evaluation purposes, which shall include indices for short term and intermediate funds.

Quarterly Investment Report
For the Quarter Ended December 31, 2005

Quarterly Investment Report for the Quarter Ended 12/31/05

Summary of ACCMA Investment Holdings as of 1/31/06

Security Type	Issuer	Credit Rating	Yield to Maturity	Purchase Date	Maturity Date	Price	Yield at Maturity
1. Discount Note	FHLMC	AAA	4.70%	12/01/05	11/01/06	\$4,999,209	\$215,791
2. Corp. Security	Bank of America	Aa3/A+	3.87%	9/06/05	03/15/06	1,823,976	36,474
3. Corp. Security	Texas Instruments	Aa3/A+	3.90%	9/06/05	02/01/06	1,210,260	18,732
4. Comm. Paper	Gen. Elec. C.C.	A 1+	3.80%	9/06/05	03/06/06	2,993,118	56,883
5. Comm. Paper	Gen. Elec. C.C.	A 1+	3.80%	9/06/05	03/07/06	2,943,739	56,261
Subtotal Investments (at cost)						13,970,302	\$384,141
						82,471	
6. Gov't Money Market Fund						<u>\$14,052,773</u>	
Total Invested							

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ALAMEDA COUNTY CONGESTION MANAGEMENT AGENCY

February 13, 2006

Agenda Item 4.1

FY 2006-2007 BUDGET

TOTAL REVENUES & EXPENDITURES

	FY 2005/2006 Approved Budget	FY 2005/2006 Proposed Budget	FY 2006/2007 Proposed Budget
REVENUES			
Grants: (see page 3 for detail)			
MTC	\$ 690,000	\$ 731,300	\$ 837,000
MTC - RM2	14,628,000	6,981,860	9,773,270
ACTIA / ACTA	3,251,000	3,070,000	6,092,000
Caltrans	7,657,544	6,436,960	2,467,550
TFCA - Program Manager Fund	583,000	472,340	239,500
TFCA - Regional Fund	623,000	590,500	274,000
CMA Exchange Program	4,768,896	4,768,876	3,397,960
AC TRANSIT	9,530,000	9,301,000	6,960,833
OTHERS	77,000	77,000	9,000,000
SUBTOTAL	\$ 41,808,440	\$ 32,429,836	\$ 39,042,113
General revenues:			
Member Agencies Fees (see page 2 for detail)	736,216	736,216	761,984
Interest	20,000	20,000	8,000
Others	20,000	20,000	-
TOTAL REVENUES	\$ 42,584,656	\$ 33,206,052	\$ 39,812,097
EXPENDITURES			
Salaries	\$ 1,130,000	\$ 1,160,000	\$ 1,710,000
Employee Benefits (incl. approved time off)	508,500	518,500	787,100
Salary Related Expenses	65,000	65,000	85,000
Board Meeting per diem	40,000	40,000	40,000
Transportation/Travel-Special Events	65,000	65,000	75,000
Training	10,000	10,000	12,000
Office Space	290,000	290,000	323,243
Postage/Reproduction	25,000	25,000	30,000
Office Expenses/Equipment Leases	120,000	140,000	176,000
Computer Support	40,000	40,000	50,000
Website Service	15,000	15,000	20,000
Misc. Expenses	3,000	3,000	3,000
Office Furniture/Equipments	45,000	72,000	45,000
Building Improvements	-	156,000	-
Insurance	10,000	10,000	12,000
Legal Counsel	97,000	97,000	97,000
Accounting Software Annual Support	4,100	4,100	4,100
Temporary Employees	20,000	30,000	10,000
Annual Audit	40,000	40,000	40,000
Interest Expense	30,000	50,000	100,000
EDAB Membership	5,000	5,000	5,000
Consultants: For Projects (see page 3 for detail)	39,355,926	29,913,974	35,139,866
Consultants: Administrative Support	30,000	30,000	100,000
Consultants: DBE/SBE/LBE	40,000	40,000	10,000
Consultants: Investment Advisor	20,000	20,000	20,000
Legislative Advocacy (Sacramento & Washington DC)	97,500	97,500	98,400
TOTAL EXPENDITURES	\$ 42,106,026	\$ 32,937,074	\$ 38,992,709
Reserved Fund	\$ 243,704	\$ 243,704	\$ 190,000
Excess of revenues over (under) expenditures	\$ 234,926	\$ 25,274	\$ 629,387

ALAMEDA COUNTY CONGESTION MANAGEMENT AGENCY

FY 2006-2007 BUDGET

Total Fuel Tax Proposition 111 Subventions*
Subventions* (S & H Code Section 2105)

CITIES/COUNTY	2005/06	2005/06	Percent	FY 03/04 Fees	FY 04/05 Fees	FY 05/06 Fees	FY 06/07 Fees
City of Alameda	\$ 1,385,506	\$ 466,679	3.13%	\$ 22,584	\$ 22,946	\$ 23,010	\$ 23,815
City of Albany	313,923	104,539	0.70%	5,079	5,140	5,154	5,335
City of Berkeley	1,932,819	651,401	4.36%	31,712	32,028	32,118	33,242
City of Dublin	711,598	238,695	1.60%	9,905	10,884	11,769	12,181
City of Emeryville	144,400	47,739	0.32%	2,218	2,308	2,354	2,436
City of Fremont	3,851,724	1,302,018	8.72%	63,006	63,993	64,197	66,444
City of Hayward	2,669,657	901,231	6.04%	43,806	44,312	44,436	45,991
City of Livermore	1,452,195	489,291	3.28%	22,877	23,897	24,125	24,969
City of Newark	814,966	273,743	1.83%	13,236	13,460	13,497	13,970
City of Oakland	7,581,721	2,566,697	17.19%	124,477	126,201	126,554	130,983
City of Piedmont	209,169	69,360	0.46%	3,369	3,410	3,420	3,540
City of Pleasanton	1,242,484	418,186	2.80%	19,914	20,517	20,619	21,341
City of San Leandro	1,505,790	507,462	3.40%	24,654	24,914	25,021	25,897
City of Union City	1,300,982	438,021	2.93%	20,889	21,537	21,597	22,353
Alameda County	20,490,630	6,456,483	43.24%	328,491	320,669	318,344	329,486
	\$ 45,607,562	\$ 14,931,545	100.00%	\$ 736,216	\$ 736,216	\$ 736,216	\$ 761,984
Percent of Prop 111 Funds				4.93%	4.93%	4.93%	5.10%
Percent of Total Fuel Tax Subventions				1.61%	1.61%	1.61%	1.67%

* Estimate by State Department of Finance (DOF).

History of City/County Fees		
Fiscal Year	Fees	% Change
1991-92	\$ 1,132,953.00	N/A
1992-93	831,241.00	-26.63%
1993-94	639,084.00	-23.12%
1994-95	581,195.00	-9.06%
1995-96	581,327.00	0.02%
1996-97	599,880.00	3.19%
1997-98	631,858.00	5.33%
1998-99	656,438.00	3.89%
1999-00	704,417.00	7.31%
2000-01	711,320.00	0.98%
2001-02	736,216.00	3.50%
2002-03	736,216.00	0.00%
2003-04	736,216.00	0.00%
2004-05	736,216.00	0.00%
2005-06	736,216.00	0.00%
2006-07	761,984.00	3.50%

ALAMEDA COUNTY CONGESTION MANAGEMENT AGENCY

FY 2006-2007 BUDGET

REVENUES / EXPENDITURES BY PROJECTS

	FY 2005/2006 Approved Budget		FY 2005/2006 Proposed Budget		FY 2006/2007 Proposed Budget	
	REVENUE	EXPENSE	REVENUE	EXPENSE	REVENUE	EXPENSE
MTC						
TEA 21 Planning Support:	\$ 460,000		\$ 460,000		\$ 595,000	
- LOS Monitoring		65,000		52,000		13,000
- CMP		25,000		25,000		25,000
- Countywide Transportation Plan		25,000		25,000		25,000
- CMA Travel Model Support		15,000		15,000		15,000
Transportation Land Use Work Program	150,000	25,000	151,300	26,300	150,000	25,000
Countywide Bicycle Plan (TDA Article 3)	20,000	20,000	20,000	16,000	12,000	4,000
Community Based Transportation	60,000	60,000	100,000	100,000	80,000	80,000
Subtotal	\$690,000	\$235,000	\$ 731,300	\$ 259,300	\$ 837,000	\$ 187,000
MTC - RM2						
Rt. 84 Dumbarton HOV On-Ramp	\$ 459,000	\$ 446,000	\$ 4,500	\$ 3,000	\$ -	\$ -
Rt. 84 Dumbarton HOV Extension	4,283,000	4,270,000	20,000	5,000	640,000	600,000
Grand Ave. Signal Modification	1,750,000	1,750,000	1,024,600	990,420	2,533,450	2,453,400
Rt. 84/Ardenwood Park & Ride	1,590,000	1,449,000	1,601,840	1,579,000	1,515,380	1,345,000
I-880 North Safety Improvements	746,000	746,000	485,000	435,000	650,000	618,000
I-580 EB HOV Design	4,500,000	4,200,000	3,216,400	3,000,000	3,012,300	2,900,000
I-580 WB HOV & I-680 Connector	1,300,000	1,220,000	629,520	500,000	1,422,140	1,160,000
Subtotal	\$ 14,628,000	\$ 14,081,000	\$ 6,981,860	\$ 6,512,420	\$ 9,773,270	\$ 9,076,400
ACTIA / ACTA						
Altamont Commuter Express Operating Cost	\$ 2,000,000	\$ 1,756,296	\$ 2,000,000	\$ 1,756,296	\$ 2,000,000	\$ 1,810,000
Capital Improvement on ACE	500,000	500,000	35,000	35,000	1,215,000	1,215,000
I-680 Smart PE/ENV (Phase 2)	475,000	460,000	390,000	390,000	-	-
I-680 Smart PS&E (Phase 3)	246,000	180,000	515,000	515,000	864,000	864,000
Countywide Bicycle Plan	30,000	30,000	30,000	25,000	18,000	6,000
Central Freeway	-	-	100,000	26,000	965,000	700,000
I-680 Smart Equip (phase 7)	-	-	-	-	90,000	90,000
I-680 Cross Connector PSR	-	-	-	-	940,000	846,000
Subtotal	\$ 3,251,000	\$ 2,926,296	\$ 3,070,000	\$ 2,747,296	\$ 6,092,000	\$ 5,531,000
Caltrans						
CMAQ: SMART Corridor Operations & Management (Contra Cos)	\$ 300,000	\$ 300,000	\$ 220,000	\$ 200,000	\$ 260,000	\$ 240,000
CMAQ: SMART Corridor Operations & Management (Alameda)	300,000	300,000	330,000	300,000	390,000	360,000
East Bay SMART Corridors Incident Management	116,410	112,000	128,900	128,900	-	-
I-680 Soundwall Construction	2,950,000	2,950,000	2,950,000	2,950,000	-	-
I-680 North and Southbound Design	880,000	810,000	894,160	810,000	-	-
I-580 HOV EIR & Project Report	1,295,634	1,195,634	855,400	720,000	316,550	250,000
I-580/Tri-Valley Triangle Analysis	137,500	137,500	137,500	137,500	-	-
I-680 Smart PSR (phase 2)	762,000	690,000	573,000	401,000	-	-
I-680 Smart PS&E (phase 3)	658,000	570,000	90,000	90,000	900,000	688,000
STIP Project Monitoring	110,000	50,000	110,000	50,000	240,000	180,000
I-680 Smart Equip (phase 7)	-	-	-	-	361,000	361,000
Dynamic Ridesharing	148,000	148,000	148,000	144,500	-	-
Subtotal	\$ 7,657,544	\$ 7,263,134	\$ 6,436,960	\$ 5,931,900	\$ 2,467,550	\$ 2,079,000
TFCA - Program Manager Fund						
Administration Revenue	\$ 96,000	\$ 50,000	\$ 33,840	\$ 50,000	\$ -	\$ 5,000
East 14th / Int'l Blvd. - Transit Signal Priority (phase 2&4)	350,000	334,000	301,500	291,516	102,000	97,008
Guaranteed Ride Home Program	137,000	125,000	137,000	125,000	137,500	125,000
Subtotal	\$ 583,000	\$ 509,000	\$ 472,340	\$ 466,516	\$ 239,500	\$ 227,008

ALAMEDA COUNTY CONGESTION MANAGEMENT AGENCY
FY 2006-2007 BUDGET
REVENUES / EXPENDITURES BY PROJECTS

	FY 2005/2006 Proposed Budget		FY 2005/2006 Proposed Budget		FY 2006/2007 Proposed Budget	
	REVENUE	EXPENSE	REVENUE	EXPENSE	REVENUE	EXPENSE
TFCA - Regional Fund						
East 14th / Int'l Blvd -Transit Signal Priority (Phase 3)	\$ 350,000	\$ 334,000	\$ 301,500	\$ 291,516	\$ 102,000	\$ 97,008
Travel Choice	-	-	45,000	45,000	90,000	90,000
Telegraph Transit Signal Priority	273,000	265,000	244,000	235,936	82,000	77,968
Subtotal	\$ 623,000	\$ 599,000	\$ 590,500	\$ 572,452	\$ 274,000	\$ 264,976
CMA Exchange Program						
Project Monitoring & Oversight	\$ 300,000	\$ 237,600	\$ 347,200	\$ 237,600	\$ 335,400	\$ 250,000
I-680 North & Southbound Design	218,000	200,000	218,000	200,000	-	-
I-680 Soundwall	540,000	540,000	565,960	540,000	-	-
I-680 Soundwall Design	-	-	25,960	-	1,036,470	960,000
ACCMA 2004 Countywide Model Update	200,000	200,000	291,000	286,000	109,000	100,000
Tri-Valley Triangle Analysis	137,500	137,500	137,500	137,500	-	-
Dynamic Ridesharing	25,700	25,700	25,700	25,700	-	-
I-880 North Safety Improvements	-	-	42,480	-	31,860	-
East Bay SMART Corridors Incident Management	10,000	10,000	132,900	132,900	21,000	13,800
SMART Corridors - Intel Project	3,218,000	3,118,000	2,760,000	2,668,608	930,600	884,904
Travel Choice	-	-	60,000	56,500	900,000	86,000
CMA TIP Administration	119,696	54,696	162,176	54,696	33,630	-
Subtotal	\$ 4,768,896	\$ 4,523,496	\$ 4,768,876	\$ 4,339,504	\$ 3,397,960	\$ 2,294,704
AC TRANSIT						
Traffic Signal Upgrades (Broadway)	\$ 455,000	\$ 442,000	\$ 429,000	\$ 414,792	\$ 145,000	\$ 137,896
INTEL Project (AC Transit: Measure B + RM2)	8,870,000	8,495,000	8,287,000	8,036,632	4,760,900	4,603,856
Net Bus	-	-	-	-	234,933	211,439
San Pablo	-	-	480,000	452,262	1,720,000	1,669,147
Grand Ave (TFCA)	205,000	205,000	105,000	103,900	100,000	97,440
Subtotal	\$ 9,530,000	\$ 9,142,000	\$ 9,301,000	\$ 9,007,586	\$ 6,960,833	\$ 6,719,778
OTHERS						
Tri-Valley Triangle Analysis (Local)	\$ 71,000	\$ 71,000	\$ 71,000	\$ 71,000	\$ -	\$ -
SAFTEA-LU I-580 TMP	-	-	-	-	9,000,000	8,760,000
West CAT AVL (WCCTAC)	6,000	6,000	6,000	6,000	-	-
Subtotal	\$ 77,000	\$ 77,000	\$ 77,000	\$ 77,000	\$ 9,000,000	\$ 8,760,000
TOTAL	\$ 41,808,440	\$ 39,355,926	\$ 32,429,836	\$ 29,913,974	\$ 39,042,113	\$ 35,139,866

ALAMEDA COUNTY CONGESTION MANAGEMENT AGENCY
Board Approved Projects for
TRANSPORTATION FUND FOR CLEAN AIR

	FY 2005/2006 Approved Budget	FY 2006/2007 Proposed Budget
REVENUES:		
Programmed revenues	\$ 1,800,000	\$ 1,856,000
Interest	90,000	110,000
TOTAL REVENUES	\$ 1,890,000	\$ 1,966,000

SPONSOR	PROJECT	Approved Programmed Amount	Project Avail. Balance As of 1/31/06
ACCMA	Transit Bus Priority Systems, International Blvd.	\$ 500,000	\$ 403,000
ACCMA	Guaranteed Ride Home Program	231,200	86,000
ACCMA	E 14th Street Signal Timing	395,000	395,000
BART	Fruitvale Attended Bicycle Parking Facility	400,000	55,000
BART	Electronic Bike Lockers	50,000	50,000
Berkeley	Berkeley BART: Attended Bikestation	86,136	86,136
Berkeley	City Carshare - Eastbay Expansion	125,996	30,000
Berkeley	Citywide Bike Parking Program	25,000	25,000
Emeryville	Class II Bicycle Lane-Doyle Street Greenway	50,000	50,000
Fremont	CNG Refueling Station-Fremont	96,242	68,000
Fremont	Class II Bicycle Lane-Fremont Blvd.	100,250	83,000
Fremont	Signal Retiming: Automall, Paseo Padre, Warm Spring	123,000	123,000
LAVTA	ACE Shuttle to the Dublin/Pleasanton BART Station	83,934	50,000
Livermore	Arroyo Mocho Trail Extention	86,803	87,000
Oakland	CNG Refueling Station-Oakland	225,000	225,000
Oakland	Coliseum BART Bus Stop Relocation	192,000	187,000
Union City	CNG Facility Improvement	120,000	120,000
TOTAL		\$ 2,890,561	\$ 2,123,136

*This is not a budget or financial statement, this page is provided for information only.

ALAMEDA COUNTY CONGESTION MANAGEMENT AGENCY

Board Approved Projects for CMA TIP Fund

<u>Sponsor - Project</u>	Approved Programmed Amount	Project Avail. Balance As of 1/31/06
Federal Match	\$ 1,956,000	\$ 1,063,000
Set Aside For Economic Uncertainties	4,950,000	4,950,000
ACCMA - SMART Corridors	1,176,000	104,000
ACCMA - SMART Corridors O&M	92,000	92,000
ACCMA - Fair Lanes & Dynamic	60,900	34,000
ACCMA - ACE Trackage & Maintenance Improvements	2,500,000	2,490,000
ACCMA - Project Monitoring	1,855,000	1,400,000
ACCMA - Administration	688,400	438,000
ACCMA - I-680 Sunol Grade	2,058,000	1,304,000
ACCMA - Triangle Analysis	200,000	40,000
ACCMA - International Blvd.	4,500,000	2,900,000
ACCMA - CMA Countywide Travel Model Update	400,000	320,000
Alameda - Remove Rail & Resurface Clement Ave.	256,000	256,000
Alameda - Fernside Blvd. Resurfacing	135,000	135,000
Alameda - Lincoln Middle School Safety	163,000	163,000
County-Pleasanton BART Station	3,675,000	3,675,000
County-Crow Canyon Road	450,000	450,000
Albany - Pierce St. Reconstruction	87,000	87,000
Albany - Ohlone Greenway Intersectin Alignments	37,000	37,000
BART-Warm Springs Extention	2,163,000	277,000
BART-AFC Modernization	2,283,000	1,420,000
BART-West Dublin BART Station	6,900,000	6,900,000
Oakland-CEDA Downtown Intermodal Transit Center	1,450,000	1,450,000
Berkeley-Spruce St. Safety	100,000	100,000
Berkeley-Piedmont Circle Ped. Safety	128,000	128,000
Dublin - Amador Valley Blvd.	289,000	289,000
Emeryville - Intermodal Transfer Station	890,000	890,000
Emeryville - I-80/Ashby/Bay Interchange	313,000	267,000
Emeryville - Park Avenue	57,000	57,000
Fremont - Wash Blvd./Paseo Padre	1,745,000	1,745,000
Fremont - Street Overlay (dBayview, Walnut, Farewell)	467,000	467,000
Hayward - Industrial Blvd Pavement Rehab	280,000	280,000
Hayward - West A Street Rehab	16,000	16,000
Hayward - Hesperian Blvd. Rehab (Tennyson-Sleepy Hollow)	22,000	22,000
Livermore - Streets Resurfacing - 2007	178,000	178,000
Newark - Central Ave. Overpass	630,000	630,000
Newark - Thornton Ave Widening	405,000	405,000
Newark -Stevenson Blvd. Overlay I-880 to Cherry Street	151,000	151,000
Newark - Jarvis Overlay	99,000	99,000
Newark - Hayley Ave. Overlay	79,000	79,000
Oakland -MacArthur BART Station	500,000	500,000
Oakland - City of Oakland: Annual Street Resurfacing	349,000	349,000
Oakland - Measure B Match for Fed STP LSR Project	278,000	278,000
Oakland - Traffic Signal: 73rd/Garfield	275,000	275,000
Piedmont - Lower Grand at Arroyo and Rose	82,000	82,000
Pleasanton - Bernal Ave. - First Street to Windmill Way	232,000	232,000
Pleasanton - W. Las Positas Blvd. Resurfacing	153,000	153,000
San Leandro - Florestra Blvd. Rehab	12,000	12,000
Union City - Intermodal Station	1,000,000	300,000
Union City - Whipple Road Rehabilitation	241,000	241,000
Union City - UC Blvd. Rehab	127,000	127,000
Union City - Pavement Rehab: B,C,D,E, & 7th & 8th Streets	151,000	151,000
City CarShare Expansion Camp	40,000	5,000
TOTAL	\$ 47,324,300	\$ 38,493,000

*This is not a budget or financial statement, this page is provided for information only



ALAMEDA COUNTY
CONGESTION MANAGEMENT AGENCY

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MEMORANDUM

*February 13, 2006
Agenda Item 4.2*

DATE: February 3, 2006
TO: Administration & Legislation Committee
FROM: Dennis R. Fay, Executive Director *DRF*
SUBJECT: Response to Growing CMA Responsibilities

Action Requested

In response to the growth of the CMA's responsibilities and functions over the last year or so, staff has been reviewing policies, procedures and resource levels to assure to the extent possible the agency is ready for these new duties. In January, staff reviewed a concept that would bring certain functions in-house that are now being provided through consultants. The Committee authorized staff to proceed and provide a detailed plan. It is recommended that the Board take the following actions:

1. Adopt the attached revision to the FY 2005-06 Budget, which includes the new positions that have been created to handle work previously provided by consultants (see revised organization chart). See also Agenda Item 4.1 for the impact on the FY 2006-7 budget.
2. Adopt Resolution 05-19 (Revised), Staff Salaries and Benefits for 2006, which specifies the salary ranges for the new positions (see attached letter from CompAnalysis).
3. Adopt the attached job specifications for Supervising Principle Transportation Engineer, Information Technology Specialist and Contracts Administrator and revised job specifications for Administrative Manager and Accounting Manager.

Converting selected consultant tasks to staff is within the forecast revenue for the agency and has the added benefit of providing revenue that can be applied to the administrative overhead of the agency rather than to the overhead of consultants.

Discussion

Background. The CMA's responsibilities have grown dramatically over the last few years, as evidenced by the dramatic increase in the annual budget from \$1.5 million in 1995-6 to \$7.5 million in 2000-01 to \$42 million in 2005-6. During recent years the CMA has taken on several new responsibilities including the following:

- The SMART corridors program has grown and now includes assisting AC transit with deployment of the Rapid Bus.

- ❑ The CMA is the sponsor or co-sponsor of several Regional Measure 2 (RM 2) projects that are in project development and will soon move into construction.
- ❑ MTC has asked the CMAs to take on new responsibilities associated with the T Plus program, the Transportation for Livable Communities (TLC) program, community based transportation plans, Lifeline Transportation, and bicycle/pedestrian funding. Other delegations may be on the way.
- ❑ The CMA is developing the first HOT lane project in Northern California over the Sunol Grade on I-680 and the Board has authorized studies of a second project on I-580 in the Livermore Valley.
- ❑ The CMA will be conducting the Central County Freeway study for ACTA as part of the substitute projects for the Hayward Bypass.
- ❑ The CMA's responsibilities for programming federal and state funds and monitoring sponsor compliance continue to grow.

As each of these new functions was undertaken, consultants were used to the extent possible, rather than increase the size of staff. While using consultants for any one of these new functions was a reasonable decision at the time, a different decision would have been made had all new functions materialized simultaneously. It is now time to reconsider the balance between staff and consultants.

Concept. The following functions, now being provided through consultants, are candidates for conversion to staff:

- ❑ Project management for RM 2 projects and other projects
- ❑ Support for the CMA's fund programming functions
- ❑ Information technology support for the SMART corridors program
- ❑ Various administrative functions, including contract administration and compliance

It is proposed that parts of these functions be brought in-house by creating the following staff positions (see attached organization chart and new job specifications):

1. A project manager for RM 2 (Supervising Principle Transportation Engineer) -- this position has already been authorized but was filled with a dedicated consultant for various reasons
2. An engineer (Senior Transportation Engineer) to assist the RM 2 project manager
3. A position in the programming section (Associate Transportation Engineer) to help with fund programs and monitoring
4. A technical assistant for information technology (Information Technology Specialist) associated with the SMART corridors program and other technical needs of the agency
5. An additional Administrative Assistant in the Programming and Projects section
6. A project manager (Senior Transportation Planner) in the Planning section for the Central County Freeway study, bicycle plan, dynamic ridesharing and other functions
7. A Contracts Administrator -- this position will include processing all contracts and amendments to contracts, assuring contract compliance including the DBE, LBE and SBE programs, and other related functions
8. An Administrative Assistant for general office duties

Consultants would still be used to cover specialized work and to handle peaks in workload.

Budget Implications. It is projected that revenue from grants and other agreements over the next 2 to 5 years will cover the cost of the new positions. When looking back at the history of this agency, functions and responsibilities have grown significantly every 3 to 5 years. In effect, a five-year horizon is a long term planning period for this agency. Converting selected consultant tasks to staff is within the forecast revenue for the agency and has the added benefit of providing revenue that can be applied to the administrative overhead of the agency rather than to the overhead of consultants. Based on our estimates, project budgets will benefit from the conversion to staff, and the agency will get a net new contribution to the agency overhead of approximately \$375,000 annually. There will of course be start up costs, such as reconfiguring the office and purchasing furniture and other equipment – approximately \$185,000. In addition, we will lose the rent in the amount of about \$20,000 annually from consultants now leasing space in our offices. No additional leased space is necessary to accommodate the new positions.

The attached material provides more detail on the functions and responsibilities of the new positions and provides an estimate of the expected annual savings and benefits to the agency overhead. The revised budget for FY 2005-6 and the draft budget for FY 2006-7 provide additional information on the budget implications.

Attachment 1

Functions to be Converted to Staff and Cost-Benefit Implications

Functions

- ❑ Project management for Central County Freeway Study and follow up PSRs and environmental documents
- ❑ Phase 1 of Dynamic Ridesharing Pilot and any follow up
- ❑ Project management for Countywide Bicycle Plan Update
- ❑ Development of Countywide Bicycle Signage Program
- ❑ Assist in preparation of the I-580 HOT Supplemental PSR
- ❑ Assist with update of travel demand model
- ❑ Project management for the design of the I-580 soundwall in Oakland
- ❑ Project management for the design of the I-580 soundwall in San Leandro
- ❑ Project management for the design and construction of the Ardenwood Park & Ride lot
- ❑ SMART Corridors management and information technology:
 - Network and software design
 - Systems operations and maintenance
- ❑ Contracts management and compliance
- ❑ CMA website management
- ❑ Administration of CMA soundwall selection policy
- ❑ Project management for the preparation of the I-680/I-880 cross connector PSR
- ❑ Oversight and supervision of I-580 corridor projects including:
 - Transportation management plan design and construction
 - Interim EB HOV Lane design and construction
 - Soundwall construction
 - Coordination with HOT development
 - I-580/I-680 Project Study Report
 - BART right of way environmental
 - Ultimate project environmental and project report
- ❑ Project management for Dumbarton Bridge HOV construction
- ❑ Regional Measure 2 administration (quarterly reports, allocation requests, etc.)
- ❑ Supervision of on-call construction management services for various projects
- ❑ Project monitoring reports for TFCA, federal, STIP and CMA TIP funding programs
- ❑ Funding program assistance to sponsors
- ❑ Assistance to sponsors relating to project delivery
- ❑ Transit Oriented Development (TOD) monitoring reports
- ❑ Various administrative functions now handled by contractors such as development of spreadsheets, charts, etc.

Cost-Benefit

Estimated current consultant cost for the above functions	\$1,600,000 annually
Estimated compensation for new staff positions (salary and benefits)	\$900,000 annually
Estimated cost to projects for new positions (salary, benefits, overhead)*	\$1,275,000 annually
Estimated net new contribution to agency overhead*	\$355,000 annually

Based on these estimates, project budgets will benefit from the conversion to staff and the agency will get a net new contribution to the agency overhead of approximately \$355,000 annually.

* This estimate assumes that, for seven of the new positions, 80% will be billed to projects and 20% will be overhead. The administrative assistant for general office duties is assumed to be exclusively overhead. This figure nets out the lease revenue from existing consultants.

ALAMEDA COUNTY CONGESTION MANAGEMENT AGENCY
FY 2005-2006 REVISED BUDGET
TOTAL REVENUES & EXPENDITURES

	FY 2005/2006 Approved Budget	FY 2005/2006 Proposed Budget
REVENUES		
Grants: (see page 3 for detail)		
MTC	\$ 690,000	\$ 731,300
MTC - RM2	14,628,000	6,981,860
ACTIA / ACTA	3,251,000	3,070,000
Caltrans	7,657,544	6,436,960
TFCA - Program Manager Fund	583,000	472,340
TFCA - Regional Fund	623,000	590,500
CMA Exchange Program	4,768,896	4,768,876
AC TRANSIT	9,530,000	9,301,000
OTHERS	77,000	77,000
SUBTOTAL	\$ 41,808,440	\$ 32,429,836
General revenues:		
Member Agencies Fees (see page 2 for detail)	736,216	736,216
Interest	20,000	20,000
Others	20,000	20,000
TOTAL REVENUES	\$ 42,584,656	\$ 33,206,052
EXPENDITURES		
Salaries	\$ 1,130,000	\$ 1,160,000
Employee Benefits (incl. approved time off)	508,500	518,500
Salary Related Expenses	65,000	65,000
Board Meeting per diem	40,000	40,000
Transportation/Travel-Special Events	65,000	65,000
Training	10,000	10,000
Office Space	290,000	290,000
Postage/Reproduction	25,000	25,000
Office Expenses / Equipment Leases	120,000	140,000
Computer Support	40,000	40,000
Website Service	15,000	15,000
Misc. Expenses	3,000	3,000
Office Furniture/Equipments	45,000	72,000
Building Improvements	-	156,000
Insurance	10,000	10,000
Legal Counsel	97,000	97,000
Accounting Software Annual Support	4,100	4,100
Temporary Employees	20,000	30,000
Annual Audit	40,000	40,000
Interest Expense	30,000	50,000
EDAB Membership	5,000	5,000
Consultants: For Projects (see page 3 for detail)	39,355,926	29,913,974
Consultants: Administrative Support	30,000	30,000
Consultants: DBE/SBE/LBE	40,000	40,000
Consultants: Investment Advisor	20,000	20,000
Legislative Advocacy (Sacramento & Washington DC)	97,500	97,500
TOTAL EXPENDITURES	\$ 42,106,026	\$ 32,937,074
Reserved Fund	\$ 243,704	\$ 243,704
Excess of revenues over (under) expenditures	\$ 234,926	\$ 25,274

ALAMEDA COUNTY CONGESTION MANAGEMENT AGENCY

FY 2005-2006 REVISED BUDGET

Total Fuel Tax Proposition 111 Subventions*
Subventions* (S & H Code Section 2105)

CITIES/COUNTY	2005/06	2005/06	Percent	FY 03/04 Fees	FY 04/05 Fees	FY 05/06 Fees
City of Alameda	\$ 1,385,506	\$ 466,679	3.13%	\$ 22,584	\$ 22,946	\$ 23,010
City of Albany	313,923	104,539	0.70%	5,079	5,140	5,154
City of Berkeley	1,932,819	651,401	4.36%	31,712	32,028	32,118
City of Dublin	711,598	238,695	1.60%	9,905	10,884	11,769
City of Emeryville	144,400	47,739	0.32%	2,218	2,308	2,354
City of Fremont	3,851,724	1,302,018	8.72%	63,006	63,993	64,197
City of Hayward	2,669,657	901,231	6.04%	43,806	44,312	44,436
City of Livermore	1,452,195	489,291	3.28%	22,877	23,897	24,125
City of Newark	814,966	273,743	1.83%	13,236	13,460	13,497
City of Oakland	7,581,721	2,566,697	17.19%	124,477	126,201	126,554
City of Piedmont	209,169	69,360	0.46%	3,369	3,410	3,420
City of Pleasanton	1,242,484	418,186	2.80%	19,914	20,517	20,619
City of San Leandro	1,505,790	507,462	3.40%	24,654	24,914	25,021
City of Union City	1,300,982	438,021	2.93%	20,889	21,537	21,597
Alameda County	20,490,630	6,456,483	43.24%	328,491	320,669	318,344
	\$ 45,607,562	\$ 14,931,545	100.00%	\$ 736,216	\$ 736,216	\$ 736,216

Percent of Prop 111 Funds	4.93%	4.93%	4.93%
Percent of Total Fuel Tax Subventions	1.61%	1.61%	1.61%

* Estimate by State Department of Finance (DOF).

History of City/County Fees		
Fiscal Year	Fees	% Change
1991-92	\$ 1,132,953.00	N/A
1992-93	831,241.00	-26.63%
1993-94	639,084.00	-23.12%
1994-95	581,195.00	-9.06%
1995-96	581,327.00	0.02%
1996-97	599,880.00	3.19%
1997-98	631,858.00	5.33%
1998-99	656,438.00	3.89%
1999-00	704,417.00	7.31%
2000-01	711,320.00	0.98%
2001-02	736,216.00	3.50%
2002-03	736,216.00	0.00%
2003-04	736,216.00	0.00%
2004-05	736,216.00	0.00%
2005-06	736,216.00	0.00%

ALAMEDA COUNTY CONGESTION MANAGEMENT AGENCY
FY 2005-2006 REVISED BUDGET
REVENUES / EXPENDITURES BY PROJECTS

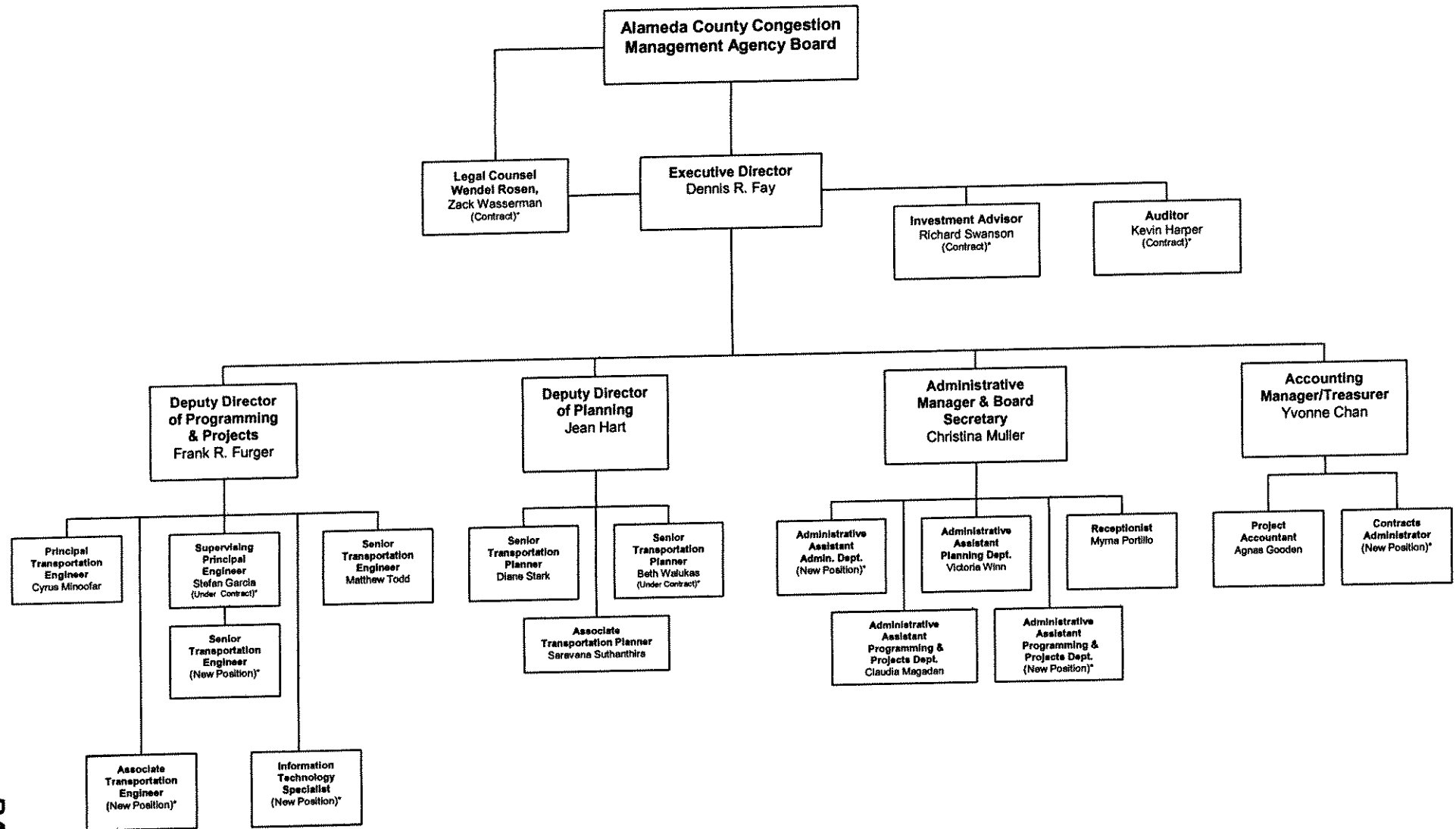
	FY 2005/2006 Approved Budget		FY 2005/2006 Proposed Budget	
	REVENUE	EXPENSE	REVENUE	EXPENSE
<u>MTC</u>				
TEA 21 Planning Support:	\$ 460,000		\$ 460,000	
- LOS Monitoring		65,000		52,000
- CMP		25,000		25,000
- Countywide Transportation Plan		25,000		25,000
- CMA Travel Model Support		15,000		15,000
Transportation Land Use Work Program	150,000	25,000	151,300	26,300
Countywide Bicycle Plan (TDA Article 3)	20,000	20,000	20,000	16,000
Community Based Transportation	60,000	60,000	100,000	100,000
Subtotal	\$690,000	\$235,000	\$ 731,300	\$ 259,300
<u>MTC - RM2</u>				
Rt. 84 Dumbarton HOV On-Ramp	\$ 459,000	\$ 446,000	\$ 4,500	\$ 3,000
Rt. 84 Dumbarton HOV Extension	4,283,000	4,270,000	20,000	5,000
Grand Ave. Signal Modification	1,750,000	1,750,000	1,024,600	990,420
Rt. 84/Ardenwood Park & Ride	1,590,000	1,449,000	1,601,840	1,579,000
I-880 North Safety Improvements	746,000	746,000	485,000	435,000
I-580 EB HOV Design	4,500,000	4,200,000	3,216,400	3,000,000
I-580 WB HOV & I-680 Connector	1,300,000	1,220,000	629,520	500,000
Subtotal	\$ 14,628,000	\$ 14,081,000	\$ 6,981,860	\$ 6,512,420
<u>ACTIA / ACTA</u>				
Altamont Commuter Express Operating Cost	\$ 2,000,000	\$ 1,756,296	\$ 2,000,000	\$ 1,756,296
Capital Improvement on ACE	500,000	500,000	35,000	35,000
I-680 Smart PE/ENV (Phase 2)	475,000	460,000	390,000	390,000
I-680 Smart PS&E (Phase 3)	246,000	180,000	515,000	515,000
Countywide Bicycle Plan	30,000	30,000	30,000	25,000
Central Freeway	-	-	100,000	26,000
Subtotal	\$ 3,251,000	\$ 2,926,296	\$ 3,070,000	\$ 2,747,296
<u>Caltrans</u>				
CMAQ: SMART Corridor Operations & Management (Contra Co: \$	300,000	\$ 300,000	\$ 220,000	\$ 200,000
CMAQ: SMART Corridor Operations & Management (Alameda)	300,000	300,000	330,000	300,000
East Bay SMART Corridors Incident Management	116,410	112,000	128,900	128,900
I-680 Soundwall Construction	2,950,000	2,950,000	2,950,000	2,950,000
I-680 North and Southbound Design	880,000	810,000	894,160	810,000
I-580 HOV EIR & Project Report	1,295,634	1,195,634	855,400	720,000
I-580/Tri-Valley Triangle Analysis	137,500	137,500	137,500	137,500
I-680 Smart PSR (phase 2)	762,000	690,000	573,000	401,000
I-680 Smart PS&E (phase 3)	658,000	570,000	90,000	90,000
STIP Project Monitoring	110,000	50,000	110,000	50,000
Dynamic Ridesharing	148,000	148,000	148,000	144,500
Subtotal	\$ 7,657,544	\$ 7,263,134	\$ 6,436,960	\$ 5,931,900
<u>TFCA - Program Manager Fund</u>				
Administration Revenue	\$ 96,000	\$ 50,000	\$ 33,840	\$ 50,000
East 14th / Int'l Blvd. - Transit Signal Priority (phase 2&4)	350,000	334,000	301,500	291,516
Guaranteed Ride Home Program	137,000	125,000	137,000	125,000
Subtotal	\$ 583,000	\$ 509,000	\$ 472,340	\$ 466,516
<u>TFCA - Regional Fund</u>				
East 14th / Int'l Blvd -Transit Signal Priority (Phase 3)	\$ 350,000	\$ 334,000	\$ 301,500	\$ 291,516
Travel Choice	-	-	45,000	45,000
Telegraph Transit Signal Priority	273,000	265,000	244,000	235,936
Subtotal	\$ 623,000	\$ 599,000	\$ 590,500	\$ 572,452

ALAMEDA COUNTY CONGESTION MANAGEMENT AGENCY
FY 2005-2006 REVISED BUDGET
REVENUES / EXPENDITURES BY PROJECTS

	FY 2005/2006 Approved Budget		FY 2005/2006 Proposed Budget	
	REVENUE	EXPENSE	REVENUE	EXPENSE
<u>CMA Exchange Program</u>				
Project Monitoring & Oversight	\$ 300,000	\$ 237,600	\$ 347,200	\$ 237,600
I-680 North & Southbound Design	218,000	200,000	218,000	200,000
I-680 Soundwall	540,000	540,000	565,960	540,000
I-680 Soundwall Design	-	-	25,960	-
ACCMA 2004 Countywide Model Update	200,000	200,000	291,000	286,000
Tri-Valley Triangle Analysis	137,500	137,500	137,500	137,500
Dynamic Ridesharing	25,700	25,700	25,700	25,700
I-880 North Safety Improvements	-	-	42,480	-
East Bay SMART Corridors Incident Management	10,000	10,000	132,900	132,900
SMART Corridors - Intel Project	3,218,000	3,118,000	2,760,000	2,668,608
Travel Choice	-	-	60,000	56,500
CMA TIP Administration	119,696	54,696	162,176	54,696
Subtotal	\$ 4,768,896	\$ 4,523,496	\$ 4,768,876	\$ 4,339,504
<u>AC TRANSIT</u>				
Traffic Signal Upgrades (Broadway)	\$ 455,000	\$ 442,000	\$ 429,000	\$ 414,792
INTEL Project (AC Transit: Measure B + RM2)	8,870,000	8,495,000	8,287,000	8,036,632
Net Bus	-	-	-	-
San Pablo	-	-	480,000	452,262
Grand Ave (TFCA)	205,000	205,000	105,000	103,900
Subtotal	\$ 9,530,000	\$ 9,142,000	\$ 9,301,000	\$ 9,007,586
<u>OTHERS</u>				
Tri-Valley Triangle Analysis (Local)	\$ 71,000	\$ 71,000	\$ 71,000	\$ 71,000
West CAT AVL (WCCTAC)	6,000	6,000	6,000	6,000
Subtotal	\$ 77,000	\$ 77,000	\$ 77,000	\$ 77,000
TOTAL	\$ 41,808,440	\$ 39,355,926	\$ 32,429,836	\$ 29,913,974

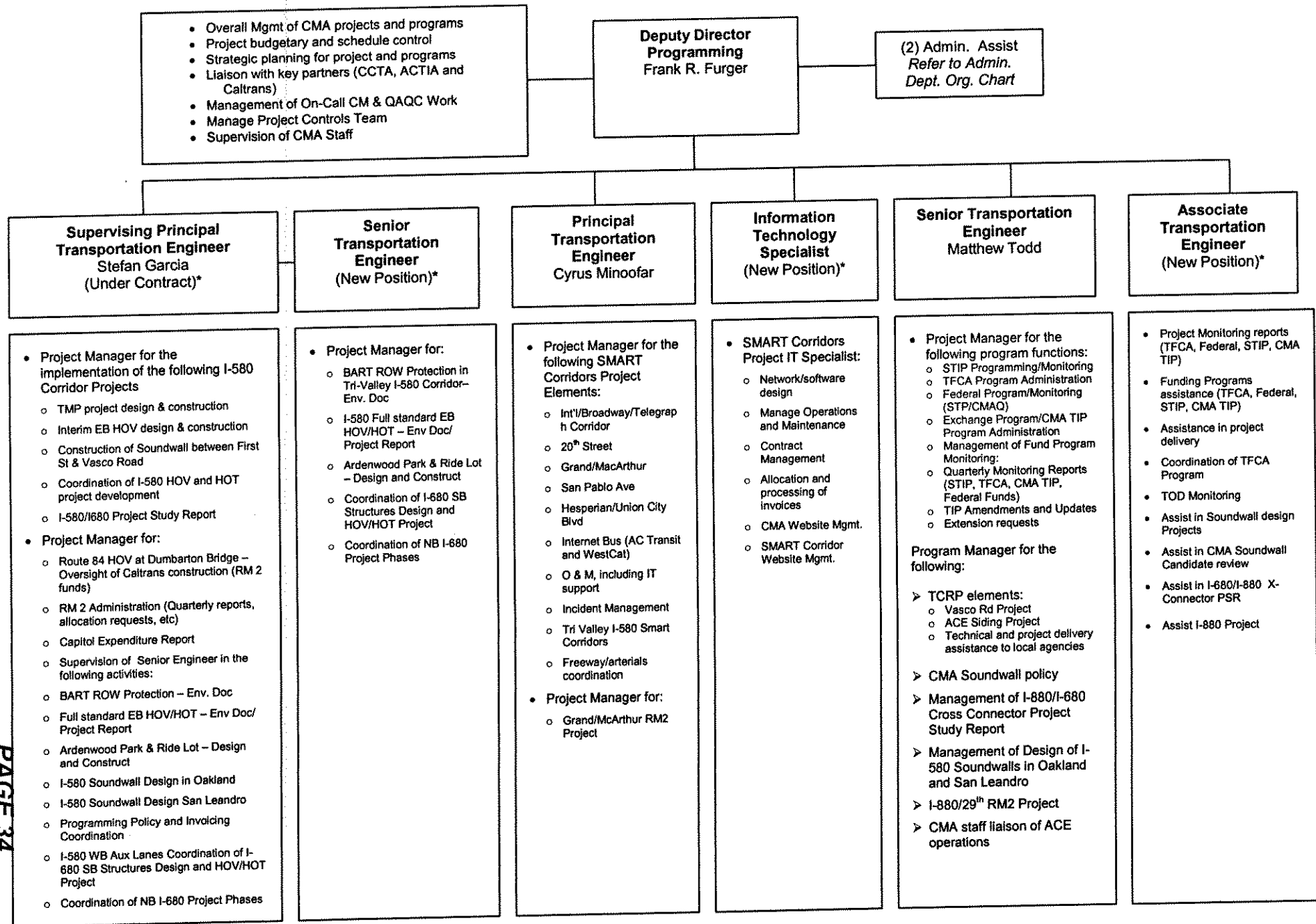
Alameda County Congestion Management Agency

Chair: Larry Reid, City of Oakland
Vice Chair: Supervisor Scott Haggerty



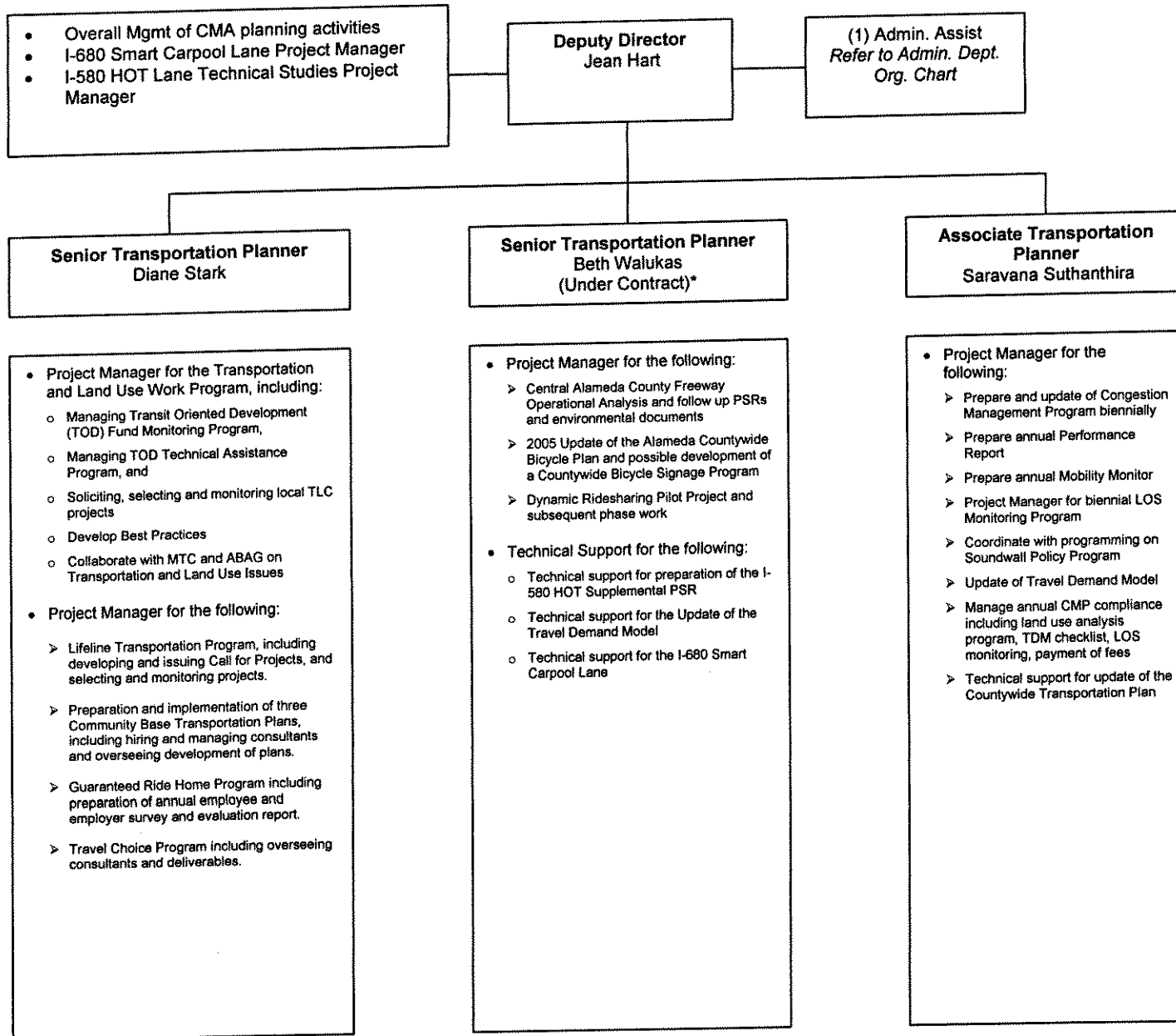
* Functions currently performed fully or partially by consultants.

ORGANIZATION CHART PROGRAMMING and PROJECTS DEPARTMENT



*Functions currently performed fully or partially by consultants.

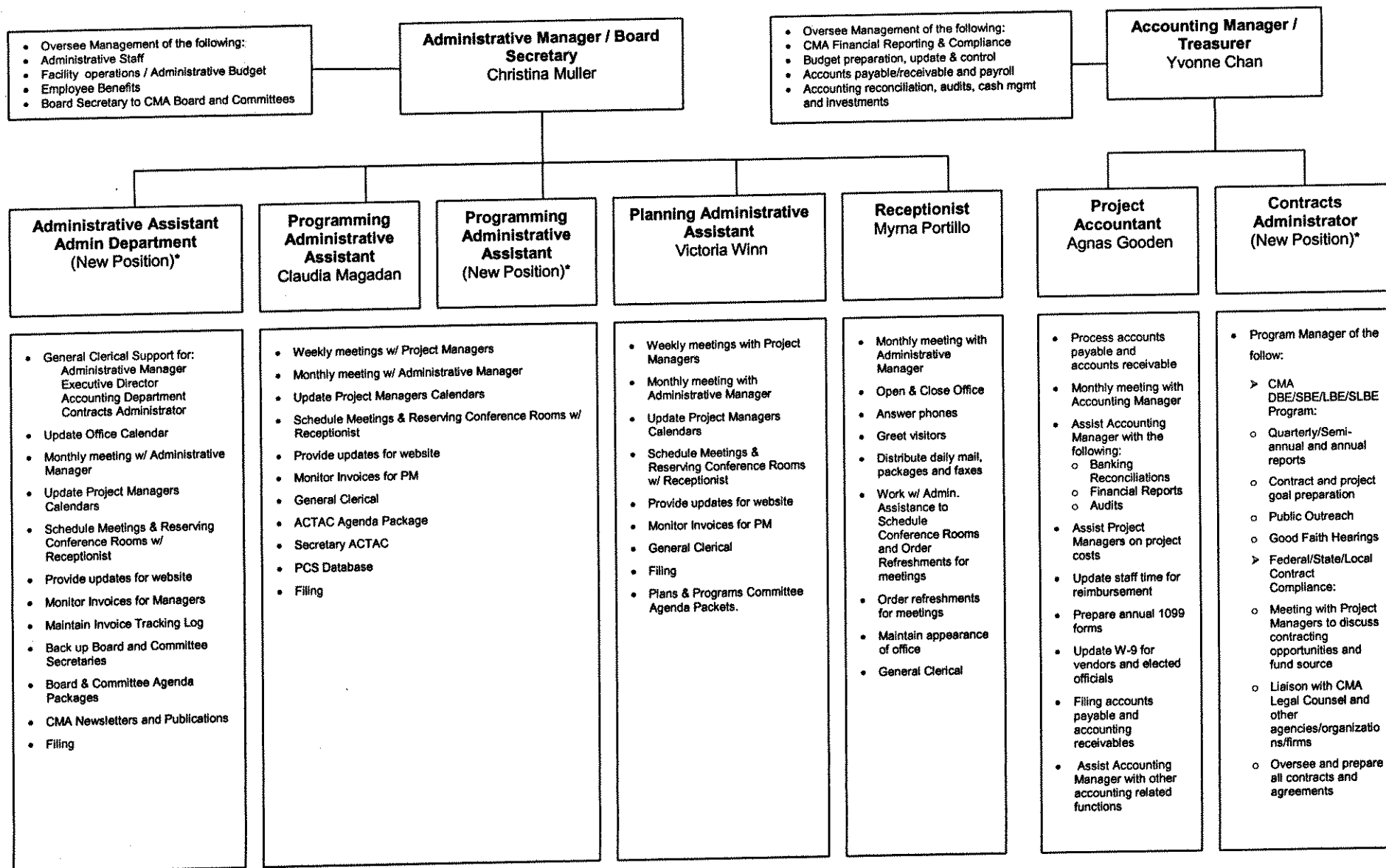
ORGANIZATION CHART PLANNING DEPARTMENT



* Functions currently performed fully or partially by consultants.

ORGANIZATION CHART

ADMINISTRATIVE DEPARTMENT and ACCOUNTING DEPARTMENT



**Functions currently performed fully or partially by consultants.*

ALAMEDA COUNTY CONGESTION MANAGEMENT AGENCY

**RESOLUTION 05-19 (Revised)
SALARIES AND BENEFITS FOR STAFF MEMBERS
CALENDAR YEAR 2006**

WHEREAS, the Alameda County Congestion Management Agency, hereinafter referred to as CMA, was created pursuant to a joint powers agreement entered into among the cities, County and transit operators of Alameda County; and

WHEREAS, the CMA is empowered by the joint powers agreement to carry out transportation planning and programming activities, including the development of a congestion management program pursuant to Section 65088 et seq. of the Government Code and a countywide transportation plan pursuant to Section 66531 of the Government Code, and to accomplish other transportation planning and programming functions and responsibilities; and

WHEREAS, the CMA is authorized under Section 11 and 13 of the Joint Powers Agreement to appoint and retain staff as necessary to fulfill its powers, duties and responsibilities;

NOW, THEREFORE, IT IS RESOLVED AND ORDERED that the rate of compensation and other employment benefits for members of the Alameda County Congestion Management Agency's independent staff for the Calendar Year 2006 are hereby adopted, and are herein set forth.

1.1. Deputy Director, Planning, whose duties and responsibilities are described by an approved CMA job specification, shall be compensated at a rate to fall between \$112,800 to \$146,500 per annum, to be paid twice monthly.

1.2. Deputy Director, Programming and Projects, whose duties and responsibilities are described by an approved CMA job specification, shall be compensated at a rate to fall between \$119,500 to \$155,400 per annum, to be paid twice monthly.

1.3. Supervising Principal Transportation Engineer, whose duties and responsibilities are described by an approved CMA job specification, shall be compensated at a rate to fall between \$106,300 to \$138,200 per annum, to be paid twice monthly.

1.4. Principal Transportation Engineer/Planner, whose duties and responsibilities are described by an approved CMA job specification, shall be compensated at a rate to fall between \$100,200 to \$130,300 per annum, to be paid twice monthly.

1.5. Senior Transportation Planner, whose duties and responsibilities are described by an approved CMA job specification, shall be compensated at a rate to fall between \$89,100 to \$115,900 per annum, to be paid twice monthly.

1.6. Senior Transportation Engineer, whose duties and responsibilities are described by an approved CMA job specification, shall be compensated at a rate to fall between \$89,100 to \$115,900 per annum, to be paid twice monthly.

1.7. Information Technology Specialist, whose duties and responsibilities are described by an approved CMA job specification, shall be compensated at a rate to fall between \$84,100 to \$109,400 per annum, to be paid twice monthly.

1.8. Associate Transportation Engineer/Planner, whose duties and responsibilities are described by an approved CMA job specification, shall be compensated at a rate to fall between \$74,800 to \$97,300 per annum, to be paid twice monthly.

1.9. Accounting Manager, whose duties and responsibilities are described by an approved CMA job specification, shall be compensated at a rate to fall between \$74,800 to \$97,300 per annum, to be paid twice monthly.

1.10. Contracts Administrator, whose duties and responsibilities are described by an approved CMA job specification, shall be compensated at a rate to fall between \$66,600 to \$86,600 per annum, to be paid twice monthly.

1.11. Project Accountant, whose duties and responsibilities are described by an approved CMA job specification, shall be compensated at a rate to fall between \$52,600 to \$68,400 per annum, to be paid twice monthly.

1.12. Administrative Manager, whose duties and responsibilities are described by an approved CMA job specification, shall be compensated at a rate to fall between \$62,900 to \$81,500 per annum, to be paid twice monthly.

1.13. Administrative Assistant, whose duties and responsibilities are described by an approved CMA job specification, shall be compensated at a rate to fall between \$41,600 to \$54,100 per annum, to be paid twice monthly.

1.14. Receptionist, whose duties and responsibilities are described by an approved CMA job specification, shall be compensated at a rate to fall between \$29,300 to \$38,100 per annum, to be paid twice monthly.

1.15. The salary ranges for the employees described in Paragraphs 1.1 through 1.14 above shall not include steps and/or provision for any automatic or tenure based increases.

1.16. The starting salaries, following adoption of this Resolution, for the employees described in Paragraphs 1.1 through 1.14 above, shall be set within the prescribed ranges by the Executive Director.

2.1. Original appointments shall be tentative and subject to a probationary period of one (1) year actual service.

2.1.1. Every three (3) months during the probationary period new employees will meet with their supervisor to discuss the employee's performance to date. At the time of the discussion the supervisor will complete an evaluation for the employee's personnel records.

2.1.2. Upon completion of the probationary period, the employee shall be given a written evaluation. If this evaluation shows that the employee has satisfactorily demonstrated the qualifications for the position, the employee shall gain regular status, and shall be so informed in writing.

2.1.3. At any time during the probationary period, a probationary employee may be terminated without cause. Employee shall be notified in writing by the Executive Director of such termination.

2.1.4. The probationary period may be extended once by the Executive Director for a period not to exceed ninety days in order to further evaluate the performance of the probationary employee.

2.1.5. The probationary period is automatically extended by a period of time equal to the time the employee is absent due to any type of leave, including time absent while receiving workers compensation.

2.2. Following successful completion of the probationary period, performance reviews for employees described in Paragraphs 1.1 through 1.14 above shall be conducted at least once a year by the Executive Director or his/her designee.

2.3. On the basis of the performance reviews, increases or decreases in compensation will be granted at that time by the Executive Director based on a combination of the employee's performance rating and the existing position of his/her salary in the salary range for his/her position, consistent with the merit salary pool approved by the Board as a part of the annual budget. Below are the merit increase guidelines:

<u>Performance Level</u>	<u>Merit Increase Guideline</u> <i>(according to employee's current salary by position in range)</i>			<u>Contingent Guideline</u>
	Lower Third	Middle Third	Upper Third	Minimum Base Salary
Outstanding	6-7%	5-6%	4-5%	110% of Midpoint
Commendable	5-6%	4-5%	3-4%	105% of Midpoint
Satisfactory	4-5%	3-4%	0	100% of Midpoint
Below Standard	0	0	0	NA
Unsatisfactory	0	0	0	NA

The contingent salary guideline can only be used in the following instances:

- To maintain high performer salaries above the midpoint
- When retention issues arise
- To "promote-in-place" those employees whose job duties have changed since the last classification

The contingent salary guideline does not apply to employees during the probationary period.

3.1. The payment of overtime compensation shall be in accordance with State and Federal laws. The Executive Director shall conduct a review of the responsibilities of each position and designate whether the position is exempt from overtime compensation provisions pursuant to the Code of Federal Regulations: Title 29, Part 541. Nonexempt employees who are required to work more than forty hours in one week or on official CMA holidays as per paragraph 4.1.6, except as stated in paragraph 7.1, shall be entitled to overtime compensation for all hours so worked, paid not later than the next payroll following the pay period in which the overtime was worked. The overtime rate shall be computed at one and one-half times the employee's regular rate of pay as calculated to the nearest one-tenth (1/10) of an hour for overtime except holidays. The overtime compensation for CMA holidays shall be two times the employee's regular rate of pay as calculated to the nearest one-tenth (1/10) of an hour. All overtime shall be approved in advance by the Executive Director or his/her designee.

3.2. An employee whose position is designated as exempt under section 3.1 above, may be granted compensatory time off with prior approval of Executive Director. The employee, with the approval of the Executive Director or his/her designee, shall have consistently worked in excess of normal working hours, excluding incidental overtime, which is described as one (1) hour or less. Compensatory time off shall be computed in accordance with federal and state regulations. Use of compensatory time off shall be by mutual agreement between the Executive Director or his/her designee and the employee.

At no time shall an employee's compensatory time accrual exceed eighty (80) hours.

4.1. All full time employees shall be entitled to the following benefits:

4.1.1. Retirement Benefits: All CMA employees shall be entitled to membership with the Public Employees' Retirement System (PERS) according to the guidelines established in the PERS Retirement Benefits Policy and the CMA's contract with PERS. Pursuant to Government Code section 20022(b)(6), CMA shall contribute to PERS each pay period the employee contribution on behalf of all employees. Such contribution shall be reported to PERS as "employee contribution being made by the contracting agency" and shall not be deemed to be "compensation" reportable to PERS. The PERS Retirement formula for the CMA is 2 % at age 55.

4.1.2. Health, Dental and Other Benefits: All CMA employees shall be entitled to enrollment in health, dental and other benefits as follows:

- a health plan through PERS
- a dental program
- vision care
- group life insurance
- disability insurance
- a transit subsidy program, with a maximum according to the federally authorized amount
- reimbursement for non-reimbursed medical and dental expenses up to a maximum of \$875 annually.

For health plan coverage, the CMA will pay up to the cost of the Kaiser health plan for self plus 2 dependents.

The CMA will pay 1/2 of the Kaiser health plan premium (self plus 2 dependents) in additional salary, if that employee elects to not use the CMA's health program.

4.1.3. Vacation Leave: Vacation shall accrue at the rate of one day per month for the first year and one extra day per year for each year of service thereafter, to a maximum of five weeks per year. Each employee shall be required to take at least one week of accrued vacation each year consistent with the employee's accrued vacation balance. Vacation leave accrual shall not exceed ten (10) weeks at any time. Once an employee reaches the maximum accrual, accrual of additional vacation leave shall cease until the maximum accrual has been reduced to less than eight weeks. Exceptions may be approved by the Executive Director. An employee may cash out a portion of their accrued vacation leave at the employee's full rate of compensation. The maximum amount of vacation leave which can be cashed out by an employee during any given year of service shall not exceed one-half (1/2) of the annual vacation leave the employee is then eligible to receive based on the employee's years of service. For employees continuing with the CMA who were previously serving the CMA under contract, service

credit will be given from the time of hire or the effective date of the joint powers agreement, May 28, 1991, whichever is later.

4.1.4. Sick Leave: Sick leave shall accumulate at the rate of one day per month. Sick leave may be accrued up to one hundred twenty (120) working days. Sick leave may not be used for illness or injury otherwise covered under workers compensation. A total accumulation of 120 days of unused sick leave may be used towards service credit for PERS retirement benefits.

4.1.5. Bereavement Leave: Employees shall receive three (3) days for bereavement leave in the case of death within the immediate family. For purposes of this section, "immediate family" means parent, step parent, foster parent, spouse, child, stepchild, foster child, sibling or any other person sharing the relationship of in loco parentis, and when living in the household of either parent law, grandparents, grandchildren or a domestic partner.

Employees shall receive one (1) day to attend a funeral for a friend or relative outside their immediate family.

4.1.6. Holidays: There shall be eleven paid holidays (New Year's Day, Martin Luther King, Jr., Presidents Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day and the day after, and Christmas Day and the day after or before) plus 2 floating holidays.

4.1.7. Tuition Assistance Policy: Employees are eligible for reimbursement for job-related courses, subject to their supervisor's approval if the employee has completed their probationary period. Employees seeking reimbursement for a job-related course must first complete the Tuition Assistance Request form, and receive approval from their supervisor. The CMA will reimburse employees for 50% of tuition fees up to \$500, at accredited institutions as long as the course is taken for credit and the employee receives a grade of C or above. Proof of completion and grade must be submitted to the Executive Director or his/her designee to receive reimbursement. The CMA will reimburse 50% of tuition only, not for books, transportation, etc.

4.1.8. Other: Two other benefits will be offered at no cost to the CMA: (1) a program that permits an employee to deduct a fixed amount from his/her salary before income taxes for purposes of child care and non-reimbursed medical expenses; and (2) an optional deferred compensation program.

5.1. All employees shall be provided with Unemployment Insurance through the Employment Development Department of the State of California, workers compensation insurance and participation in the Medicare insurance program, as long as such participation is legally required of the CMA.

5.2. All employees shall be reimbursed for travel and other expenses incurred in performance of their job. Mileage shall be reimbursed at the current Internal Revenue Service (IRS) rate. At the option of the Executive Director, an employee may be offered a fixed monthly allowance for such expenses in lieu of monthly reports of actual expenses. Such allowance shall be based on the employee's historical average of such expenses and/or miles driven, and may be adjusted annually by the Executive Director.

6.1. The Executive Director or his/her designee may grant an employee a leave of absence without pay.

6.1.1. Such leave of absence shall not exceed three (3) months, except as set forth in paragraph 6.1.4.

6.1.2. No such leave shall be granted except in written form and upon written request of the employee setting forth the reason therefore. Upon expiration of a regularly approved leave, the employee shall be reinstated in the position held at the time leave was granted. Failure on the part of an employee on leave to report promptly at its expiration or within a reasonable time after notice to return to duty shall be cause for termination.

6.1.3. Where leave is granted, that does not exceed two (2) weeks, vacation and sick leave shall accrue.

6.1.4. The Executive Director may grant an employee with service of less than twelve (12) months a leave of absence without pay for a maximum of two (2) weeks.

6.2. Leave of absence with pay shall be granted to an employee who is called or required to serve as a juror.

6.2.1. The employee must return to work on any day that they are excused from service.

6.2.2. The employee shall be paid the difference between his/her full salary and any payment received for such duty, except travel pay.

7.1. Full time employees may work a flexible schedule pursuant to a policy adopted by the Executive Director, except weeks containing CMA holidays as defined in Paragraph 4.1.6.

7.2. The offices of the CMA shall be open for the public between 8:30 a.m. and 5:00 p.m. each weekday, except on CMA holidays as defined in Paragraph 4.1.6.

8.1. All provisions of this Resolution shall be effective and pertain to all employees as of the date of hire of the employee, or January 1, 2005, whichever is later in time, unless otherwise provided.

8.2. The Executive Director is authorized to execute the necessary contracts for the benefits and insurance coverage described herein.

ADOPTED by the Alameda County Congestion Management Agency at a regular meeting held on Thursday, February 23, 2006 in Oakland, California, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

SIGNED:

ATTEST:

Larry Reid, Chairperson

Christina Muller, Board Secretary



February 2, 2006

Mr. Dennis Fay
Executive Director
Alameda County Congestion Management Agency
1333 Broadway
Oakland CA 94612

Re: Job Classification Recommendations - Supervising Principal Transportation Engineer, Information Technology Specialist, and Contracts Administrator

Dear Dennis,

It has been our pleasure to work with the Alameda County Congestion Management Agency to develop job classification recommendations for the new positions of Supervising Principal Transportation Engineer, Information Technology Specialist, and Contracts Administrator. We have prepared the following summary of our methodology, findings, and recommendations.

CompAnalysis took the following steps to classify the three new positions:

Job Descriptions

We worked with you to develop job descriptions applicable to the new jobs as well as revisions to job descriptions affected by new reporting relationships. These appear as attachments to this report.

Job Evaluation & Classification Methodology

Job classification is dependent on two key indicators: (1) relative internal job value and (2) labor market data.

Internal Job Comparisons:

To gain insight into the relationships between the three new positions and the existing positions in the organization, all jobs were compared to each other through our usual process. The internal job comparison process was conducted with you on January 13, 2006. During the process, you compared the jobs based on five factors:

- Knowledge, skills and abilities required,
- Supervision and leadership of other employees,
- Contacts and working relationships,
- Independent action, and
- Overall potential impact on the organization's success.

The positions were then sorted into distinct levels based on the above factors. The results of the internal comparison process are presented on the attached spreadsheet entitled, "Internal Job Comparison Results."

External Labor Market Analysis:

As requested, we conducted labor market analyses for the Information Technology Specialist and Contracts Administrator positions.

To assure competitiveness, we compiled and analyzed data on comparable positions for these jobs, as reported by other public and private organizations. The market data were aged at a 4% labor market inflation rate to February 1st, 2006.

The results of the labor market analysis are presented on the attached spreadsheet entitled "Labor Market Analysis – IT Specialist & Contracts Administrator."

Please note that we did not conduct labor market research on the new Supervising Principal Transportation Engineer position because we felt it unnecessary. The job clearly fits into salary grade 27 based on both the internal comparison and the reporting relationship.

Job Classification Recommendations

Based on a combination of the external labor market information and the relative internal value of each position, we recommend that the three new positions be classified into Alameda County CMA's existing salary structure as follows:

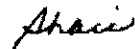
Job Title	Incumbent Name	Recommended Grade	Minimum	Midpoint	Maximum
Supervising Principal Transportation Engineer	Stefan Garcia	27	106,300	121,200	138,200
Information Technology Specialist	Open	23	84,100	95,900	109,400
Contracts Administrator	Open	19	66,600	75,900	86,600

The updated salary structure with the recommended grade levels for the three new positions is presented on the attached spreadsheet entitled "Recommended Salary Structure and Job Classification Matrix." The new classification recommendations are presented on the attached spreadsheet entitled, "Job Classification Recommendations Worksheet."

* * *

Thank you for asking CompAnalysis to assist you with this update. It has been a pleasure providing you with this information. Should you have any questions or concern, please feel free to call me at 510-763-3774 x102.

Sincerely,



Shari Dunn
Managing Principal

Attachments

Alameda County Congestion Management Agency Job Description

Job Title: Supervising Principal Transportation Engineer
Reports To: Deputy Director, Programming & Projects
FLSA Status: Exempt
Date Approved: February 23, 2006

SUMMARY

Under the general supervision of the Deputy Director of Programming & Projects, the Supervising Principal Transportation Engineer acts as the lead professional staff person responsible for a wide range of assigned projects to plan, engineer and analyze transportation related initiatives. The Supervising Principal Transportation Engineer is distinguished from the Principal Engineer position by responsibility for supervising both consultant and CMA staff as well as having multi-program responsibilities. In the absence of the Deputy Director of Programming and Projects, the Supervising Principal Transportation Engineer acts as the Agency Engineer with the authority to sign all engineering related documents.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Assist the Deputy Director, Programming and Projects, in defining work goals and objectives
- Provide direction in evaluating and implementing the transportation engineering function
- Lead major work programs or projects, such as the implementation of major State and federal funding programs
- Coordinate the delivery of multiple projects managed by the CMA, including the oversight of CMA staff and consultants assisting in projects delivery.
- Monitor project progress and budgets as well as staff and consultant utilization
- Assist local agencies in the delivery of State and federally funded projects
- Act as a liaison between local agencies and Caltrans, the M.T.C. and the C.T.C. on funding and project delivery issues
- Coordinate with Caltrans the development of project study reports and delivery of projects on the State highway system
- Conduct transportation engineering research and analysis and write comprehensive technical and professional reports, including findings and recommendations
- Develop data, information, explanations, and other expert advice as needed by agency management, the Board, and its advisory groups
- Represent the A.C.C.M.A. before other agencies at meetings and presentations
- Supervise and monitor CMA employees as well as consultants. Develop work assignments and evaluate performance of staff.

SUPERVISORY RESPONSIBILITIES

See above

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Extensive knowledge of the principles and legal environment of transportation engineering or planning
- Knowledge and understanding of the government-funding environment and processes
- Ability to effectively prepare and monitor budgets on a project-by-project basis
- Knowledge and understanding of statistical and computer modeling techniques
- Knowledge and understanding of financial and budgetary analysis
- Legislative developments affecting transportation programs and funding
- Knowledge and understanding of local transportation needs and problems
- Analysis and problem solving skills
- Decision making skills
- Leadership skills
- Supervisory skills
- Excellent written and verbal communication skills
- Flexibility

EDUCATION and/or EXPERIENCE

Minimum of a Bachelor of Science degree in Civil Engineering

Minimum of ten years full time experience in transportation engineering or related field (possession of a Master's degree in an appropriate discipline may substitute for one year of the required experience)

CERTIFICATES, LICENSES, REGISTRATIONS

Professional Civil Engineer's license issued by the California State Board of Registration for Professional Engineers

Alameda County Congestion Management Agency Job Description

Job Title: Information Technology Specialist
Reports To: Deputy Director, Programming and Projects
FLSA Status: Exempt
Date Approved: February 23, 2006

SUMMARY

Under the general supervision of the Deputy Director of Programming and Projects, the Information Technology Specialist acts as the lead professional staff person responsible for the oversight of on-site and project specific information technology, including equipment, hardware, software and other related services specific to the organization and project needs.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Assist the Deputy Directors and Administrative Manager in network technology, operations and maintenance.
- Manage operations & maintenance of computers and network equipment
- Provide support for SMART Corridors network
- Manage network design for the CMA and specialized projects
- Manage software design for the CMA and specialized projects
- Financial, budget and contract management
- Project development and processes
- Maintain the CMA network and website
- Assess and troubleshoot problems that arise, including follow up and communicating with consultants/vendors related to computers, network and web system management services
- Monitor project progress and budgets as well as staff and consultant utilization
- Develop data, information, explanations, and other expert advice as needed by agency management, the Board, and its advisory groups
- Represent the A.C.C.M.A. before other agencies at meetings and presentations
- On a project-by-project basis, supervise temporary and provisional employees as well as consultants

SUPERVISORY RESPONSIBILITIES

None

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Extensive knowledge of information technology, LAN/WAN integrator, network planning web system management
- Knowledge and understanding of the government-funding environment and processes
- Ability to effectively prepare and monitor budgets on a project-by-project basis
- Knowledge and understanding of financial and budgetary analysis
- Knowledge and understanding of local transportation needs and problems

- Analysis and problem solving skills
- Decision making skills
- Leadership skills
- Supervisory skills
- Excellent written and verbal communication skills
- Flexibility

EDUCATION and/or EXPERIENCE

Minimum of a Bachelor of Science degree in Business, Engineering, Computer Science or related field.

Minimum of 6 years full time experience in information technology, network planning and web system management or related field.

**Alameda County Congestion Management Agency
Job Description**

Job Title: Contracts Administrator
Reports To: Accounting Manager
FLSA Status: Exempt
Date Approved: February 23, 2006

SUMMARY

Under general direction, the Contracts Administrator performs public contract administration activities including coordinating the solicitation of independent contractor services; ensuring clear and concise contract language; participates, if required, in the evaluation of proposals; assists in negotiating contract terms and conditions; oversees and manages invoices; coordinates payment to contractors; and monitors contract compliance through completion. Responsible for compliance with Disadvantaged Business Enterprise, Small Business Enterprise and Local Business Enterprise programs.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Contract Administration and Management

- Prepares Requests for Proposal (RFP) and Requests for Qualification (RFQ), as required
- Schedules advertising and announcement of RFP's
- Assists in conducting pre-proposal conferences and selecting review board members
- Analyzes proposals and conducts cost and price analyses, as required
- Evaluates proposals and assists in determining responsiveness and responsibility of offers
- Responsible for the negotiation and preparation of contracts, any amendments and task orders, and change orders, as needed
- Prepare drafts and amendments for contract agreements, agency resolutions and policy memoranda
- Coordinates with CMA legal counsel on contract wording and other pertinent legal issues
- Maintains a log of all contracts and agreements in process
- Informs new contractors and vendors with process requirements
- Processes claims and stop notices, and works with Project Managers to resolve problems
- Reviews and recommends approval of invoices; coordinates payment to contractors; verifies the accuracy of all invoices and payments and their compliance with contracts
- Works to expedite invoices to granting agencies to secure reimbursement of CMA incurred costs
- Monitors, revises, and enforces ACCMA procurement policies and procedures
- Works with project Managers to resolve budget problems or issues and allocation of funds in the CMA's accounting structure
- Maintains contract files and ensures documents and pertinent materials are current; conducts close out activities upon contract completion, such as arranging for the final audit and payment(s)

Contract Compliance

- Monitors contract compliance, ensures conformance to applicable local, state, and federal laws, rules and regulations as well as ACCMA procedures
- Ensures that the ACCMA complies with the requirements of funding agencies for usage of grant funds, particularly those dealing with allowable costs and direct and indirect cost rates
- Ensures contractor/consultant compliance with contract terms, and agency policies such as, but not limited to, invoicing requirements and Disadvantaged Business Enterprise (DBE), Small Business Enterprise (SBE) and Local Business Enterprise (LBE) Program compliance
- Serves as the DBE Liaison Officer
- Prepares annual DBE goals and utilization reports, including securing approvals from Caltrans
- Tracks compliance with DBE, LBE and SBE programs and reports quarterly

- Performs contract reviews to evaluate compliance with stipulated provisions, established policies and procedures, and pertinent laws and regulations
- Makes recommendations for changes and improvements to existing standards and procedures, as necessary
- Examines contract provisions and change orders related to rates and approved costs of work, and also examines contractor and subcontractor books and records, as required
- Prepares compliance review reports, as requested

SUPERVISORY RESPONSIBILITIES

None

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Knowledge of applicable local, state, and federal laws, rules and regulations governing public contracting and contract administration processes for construction and professional services contracts
- Knowledge of contracting principles including various contract types, proposal preparation and analysis, overhead rate analysis, contract change processing, and dispute resolution
- Knowledge of state and federal laws, rules and regulations governing Disadvantaged Business Enterprise (DBE), Small Business Enterprise (SBE) and Local Business Enterprise (LBE) programs
- Excellent writing and verbal communication skills
- Independent and mature judgment

EDUCATION and/or EXPERIENCE

Minimum of an Associates Degree in Business or related discipline

Minimum of four years full time experience in contracts administration. Minimum of one year of experience with DBE programs. Experience with SBE and LBE programs desirable.

**Alameda County Congestion Management Agency
Job Description**

Job Title: Accounting Manager
Reports To: Executive Director or designee
FLSA Status: Exempt
Date Approved: February 23, 2006

SUMMARY

Under general supervision of the Executive Director, the Accounting Manager is responsible for the agency's general accounting function, financial analysis, contract administration, and the systems and procedures to ensure proper financial and accounting compliance.

ESSENTIAL DUTIES AND RESPONSIBILITIES

General Accounting

- Prepare the monthly and year-end general ledger closing, prepare journal entries, and input entries and maintain the general ledger system
- Reconcile all A.C.C.M.A. fund and balance sheet accounts and prepare monthly reconciliation to bank statements and the general ledger
- Oversee and carry out all accounts payable and accounts receivable functions, including the preparation of payments and invoices
- Update and maintain sub-ledger accounts
- Update and maintain all fixed assets, reconciling general ledger accounts to physical inventory
- Oversee, administer and prepare payroll for all employees

Financial Analysis

- Prepare monthly financial reports, quarterly lobbyist reports, annual State Controller's report, and yearly audits
- Oversee a variety of bank accounts to ensure proper handling and maximization of investments
- Assist the Auditor/Treasurer with the monthly investment analysis report
- Oversee the cash flow function such that invoice processing is coordinated with accounts receivable inflows and cash flow limitations
- Prepare, update and maintain the annual budgets and cash flow, including analysis of budget variances
- Develop and maintain the project cost system, including coordination with project managers and outside consultants
- Update and maintain financial records and correspondence in an orderly fashion

- Act as a liaison to and coordinate with outside consultants, auditors, and agencies (Caltrans, the M.T.C., etc.) and prepare/provide any and all information and analyses for both general and project audits

Contract Administration

- Oversee preparation of drafts and amendments for contract agreements, agency resolutions and policy memorandums
- Oversee contractor/consultant compliance to contract terms, and agency policies such as, but not limited, to invoicing requirement and DBE Program compliance

Systems and Procedures

- Develop and maintain a computerized accounting system, utilizing current trends in account system creation
- Establish, document and maintain a system of internal control
- Ensure compliance with federal, State, local and G.A.S.B. laws and regulations
- Provide analysis of accounting and financial matters at Board meetings

SUPERVISORY RESPONSIBILITIES

Supervise Project Accountant and Contracts Administrator

QUALIFICATIONS To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Knowledge and understanding of MS Office applications (Word & Excel)
- Knowledge and understanding of accounting-based software
- Independent judgment
- Organizational, planning and time management skills
- Good verbal and written communication skills
- Ability to establish and maintain effective working relationships with co-workers, elected officials and the public
- Knowledge and understanding of cash and financial management principles
- Knowledge and understanding of payables and receivables
- Knowledge and understanding of budget analysis
- Ability to analyze data and provide viable solutions for presenting and reporting financial data
- Detail oriented
- Good analytical skills

EDUCATION and/or EXPERIENCE

Minimum BA/BS degree in Accounting or related discipline

5 years progressive and/or varied experience in accounting. Government/fund accounting work experience is preferred [professional accounting experience (i.e.) compliance with GASB and state/federal agencies (Experience with job/project costing preferred)]

**Alameda County Congestion Management Agency
Job Description**

Job Title: Administrative Manager
Reports To: Executive Director or designee
FLSA Status: Exempt
Date Approved: February 23, 2006

SUMMARY

The Administrative Manager oversees all activities related to the administrative, human resources, systems administration, facilities & office management, and purchasing & inventory of the A.C.C.M.A.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Administrative

- Plan, schedule, coordinate and assemble meeting materials and prepare minutes for all Board meetings and other meetings as requested. Locate meeting rooms, make meeting arrangements, set up meetings, assemble materials, and supervise the production of mailings.
- Act as Board Secretary
- Supervise all clerical functions including filing, typing, mail sorting and delivery, reproduction and other clerical tasks. Hire, train and evaluate clerical staff; assign duties and schedule work
- Maintain, recommend and improve work flow processes
- Provide administrative and technical support to staff
- Manage all insurance requirements including liability, workmen's compensation, and asset insurance
- Relieve the Executive Director of certain administrative details by routinely and independently performing administrative support tasks

Human Resources

- Oversee and administer benefits function for all employees
- Maintain agency compliance with respect to the EEOC, Affirmative Action, and OSHA policies
- Organize and arrange training courses/schedules
- Coordinate the injury and illness prevention program
- Act as the agency Ombudsperson
- Coordinate the orderly and timely completion of performance evaluations
- Process and maintain employee information into a computer database (i.e., benefits accrual, personnel data, etc.)

Systems/Computer Administration

- Oversee the local area network, utilizing specialized knowledge and contracted service providers
- Maintain and update agency web site, using contracted service providers
- Maintain and recommend improvements to the phone/voicemail and security systems

Facilities & Office Management

- Oversee the physical presentation, organization and safety of the office, and act as the liaison to the landlord and office related service providers
- Maintain adequate levels of office equipment & supply inventories within a given budget

- Maintain, recommend, and implement improvements to facilities and office workflow

Purchasing & Inventory

Oversee the purchasing & inventory of the agency

SUPERVISORY RESPONSIBILITIES

Supervise Administrative Assistants and Receptionist

QUALIFICATIONS To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Organizational efficiency
- Excellent writing and verbal communication skills
- Independent and mature judgment
- Office management principles and practices
- Personnel and benefits administration principles
- Knowledge and understanding of MS Office, MS Access and MS Project (preferred)
- LAN principles and practices

EDUCATION and/or EXPERIENCE

10 yrs office management experience with:
2-5 yrs HR and employee benefit program administration; and
5-8 yrs clerical experience

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MEETING COMPENSATION SURVEY
January 2006

ORGANIZATION	Amount per Meeting	COMMENTS
ACTIA	\$125.00	\$100.00 per meeting not to exceed \$400.00 per month includes travel fee of \$25.00 per meeting.
AC TRANSIT	\$100.00	\$100.00 per meeting not to exceed \$500.00 per month
ALAMEDA COUNTY WASTE MANAGEMENT	\$100.00 \$150.00	Recycle Board (\$100.00 per meeting not to exceed \$3,000 per year) Waste Management Authority (\$150.00 per meeting, the max is \$750.00 per month)
CCTA	\$100.00	\$100.00 per meeting, the max is \$500.00 per month. Semi-annually reimbursed for travel at the government rate
MTC	\$100.00 \$50.00	Commissioners receive \$100.00 per meeting (not to exceed \$500.00 per month) Advisory Committees - non officer receive \$50.00 per meeting. Note: Reimbursed for mileage, transit fare, and bridge toll
BART	see comments	\$1000.00 per month if a Director attends all meetings of the Board and all Committees of which they are a member. If attendance is not met the member may be paid at the rate of \$100.00 per meeting, not to exceed \$500.00 for the month.

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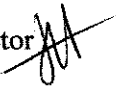


ALAMEDA COUNTY CONGESTION MANAGEMENT AGENCY

1333 BROADWAY, SUITE 220 • OAKLAND, CA 94612 • PHONE: (510) 836-2560 • FAX: (510) 836-2185
E-MAIL: mail@accma.ca.gov • WEB SITE: accma.ca.gov

Memorandum

*Agenda Item 5.1
February 13, 2006*

Date: February 2, 2006
To: Administration and Legislation Committee
From: Jean Hart, Deputy Director 
Subject: I-680 Smart Carpool Lane: Cooperative Agreement with Caltrans for Final Design

Action Requested

It is recommended that the CMA Board authorize the Executive Director to sign the Cooperative Agreement with Caltrans for final design and Plans, Specifications and Estimates (PS&E) for the I-680 Smart Carpool Lane. The CMA will be using professional services for the design work previously authorized by the Board.

Next Steps

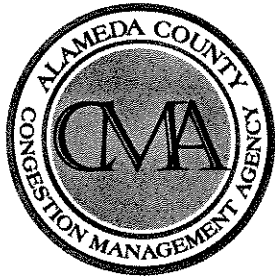
The Co-operative Agreement for PS&E will be finalized, following review by CMA's and Caltrans' counsels and then executed.

Discussion

The environmental document has been signed by FHWA and preliminary engineering is nearing completion. The project is advancing to final design. The CMA has been working with Caltrans to integrate the Smart Carpool Lane with the final design of the ultimate improvements for the southbound I-680 HOV lane. Caltrans has prepared a draft Co-operative Agreement for PS&E. CMA counsel is in the process of reviewing the draft. The CMA will be using professional services for the design work previously authorized by the Board.

The CMA received a federal grant for this work and is the Project Sponsor for the Measure B I-680 Express Lane. Because the Smart Carpool Lane Joint Powers Authority has no revenue stream at this time and the CMA is the sponsor in the ACTIA Expenditure Plan, the CMA will enter into agreements with Caltrans for both PS&E and construction.

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ALAMEDA COUNTY CONGESTION MANAGEMENT AGENCY

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*Agenda Item 5.2
February 13, 2006*

Memorandum

DATE: February 2, 2006
TO: Administration and Legislation Committee
FROM: Stefan Garcia, Principal Transportation Engineer
SUBJECT: I-580 EB Interim HOV Lane Project Charter

Action Requested

The attached project charter identifies the scope and represents agreement on key elements of project development for the I-580 EB Interim HOV Lane Project, between the Alameda County CMA, Caltrans, Alameda County Public Works Agency, the cities of Livermore, Dublin, and Pleasanton and the Livermore-Amador Valley Transit Authority. It is recommended that the Board authorize the Executive Director to sign the final charter, substantially as attached.

Discussion

CMA staff has been working cooperatively with the staff of all participating agencies to define the scope of the eastbound interim HOV lane project, including an advance phase that will allow the early implementation of a Traffic Management Plan (TMP). The project charter has been prepared to document the goals and intentions of the project. The staff of all participating agencies have participated in the development of the charter, and all are in concurrent process to take the charter to their respective Boards for approval and subsequent signature.

PROJECT CHARTER

Project Name: I-580 HOV Lane Project, Phase I
County-Route-P.M.: ALA-580 KP R12.6/30.7 (PM R7.8/19.1)
District-Project EA: 04-290811

Project Phase: PS&E
Prepared by: Tom Wintch, TY Lin (CMA)
Date Prepared: December, 2005

Charter Purpose:

This Charter represents agreement on key elements of Project Development (PS&E Phase) for the I-580 HOV Lane Project, Phase I (1A and 1B) between the Alameda County Congestion Management Agency (ACCMA), Caltrans, Alameda County Public Works Agency, the cities of Livermore, Dublin, and Pleasanton and the Livermore-Amador Valley Transit Authority (LAVTA). This is a working document, and may be modified as appropriate, by written agreement of all parties.

Background:

I-580 is the main east-west interregional freeway connecting I-80 and US 101 in the Bay Area with I-5 in the Central Valley. I-580 serves as the only major transportation corridor providing a commute route between San Francisco, Oakland, and San Jose (via I-680) and the Tri-Valley (Dublin, Pleasanton, and Livermore), and growing Central Valley areas (Tracy, Stockton, and the I-5 Corridor). Additionally, I-580 is a major route for the movement of goods and freight into and out of the region, as well as significant recreational travel throughout the year. I-580 is classified as a "Lifeline Route", facilitating movement between major staging areas and impacted areas following major earthquakes and is the main access to the Homeland Security Organization at Lawrence Livermore National Laboratory.

The original four-lane divided highway from San Leandro eastward opened in 1938 as part of US 50. In 1970, the widening of I-580 from four lanes to eight lanes was completed between I-680 and Vasco Road. Caltrans, in a 1985 I-580 Route Concept Report, identified the need to expand I-580 between I-680 and Greenville Road from eight to ten lanes. Subsequently, in Caltrans' Draft I-580 Transportation Corridor Concept Report (TCCR) for the year 2025, HOV lanes were planned for I-580 between I-238 and I-205.

Additionally, I-580 HOV lanes were recommended in the 1995 Tri-Valley Transportation Council's Action Plan and MTC's "Blueprint for the 21st Century" includes commitment for HOV lanes on I-580. The I-580 HOV lanes are listed in the MTC 1997 HOV Master Plan Update. In May 2000, the I-580 HOV lane project was included in the Transportation Congestion Relief Program (TCRP) and received funding through AB 2928 (Torlakson) in July, 2000.

This HOV lane project is listed on the Governor's List of High Priority Projects, and in the Countywide and Regional Transportation Plans.

PROJECT CHARTER

Project Name: I-580 HOV Lane Project, Phase I
County-Route-P.M.: ALA-580 KP R12.6/30.7 (PM R7.8/19.1)
District-Project EA: 04-290811

Project Phase: PS&E
Prepared by: Tom Wintch, TY Lin (CMA)
Date Prepared: December, 2005

Background Continued

In 2000, ACTIA's Measure B was approved by Alameda County voters, dedicating sales tax revenue to an auxiliary lane project on I-580 between Tassajara Road and Airway Boulevard. In March, 2004, Regional Measure 2 (RM2) was approved by Bay Area voters, dedicating new toll bridge revenue to specific projects, including the I-580 HOV lane project. The I-580 HOV lane project has also received SAFETEA-LU funding.

A Project Study Report (Project Development Support) (PSR (PDS)) was prepared for eastbound and westbound HOV lanes on I-580 from Vasco Road (KP 15.6/PM 9.6) to Tassajara Road (KP 28.9/PM 17.9) in Alameda County for a distance of approximately 13 km (8 miles), and was approved by Caltrans on June 29, 2001. This project is a variation from Alternative 1 (Minimum Project Alternative, MPA) of the PSR (PDS) in which only the eastbound direction is being proposed, and extends the westerly limit to Hacienda Drive and the easterly limit to the Greenville Overhead.

In late January 2002, the State and the ACCMA executed a Cooperative Agreement (District Agreement No. 4-1871-C) authorizing the ACCMA to assist the State in the preliminary project development design and environmental clearance of improvements of eastbound and westbound HOV lanes on I-580 from west of Tassajara Road in Pleasanton to east of Vasco Road in Livermore in order to bring about the earliest possible construction of the project.

The project, now under sponsorship of the ACCMA, will provide for both eastbound and westbound HOV lanes along I-580 from the Greenville Overhead in Livermore to westerly of the Hacienda Drive Interchange in Pleasanton. The project is proposed to be constructed in several phases, with the first phase consisting of an eastbound only HOV lane between the Greenville Overhead in Livermore and the Hacienda Drive interchange in Pleasanton. This first phase project is the subject of this Project Charter. Funding for this first phase will be provided by Regional Measure 2 (RM-2), TCRP, STIP, Measure B and SAFETEA-LU funds.

Environmental studies were initiated in January 2002 for improvement of both eastbound and westbound HOV lanes on I-580 between westerly of Tassajara Road/Santa Rita Road to easterly of Vasco Road. During 2004, the ACCMA and Caltrans decided to deliver the overall project in phases in order to provide needed benefits to the public in the shortest timeframe possible. Environmental documentation for the Phase I improvements, eastbound only, will be available for public review in late 2005 or early 2006.

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Project Phase: PS&E
Prepared by: Tom Wintch, TY Lin (CMA)
Date Prepared: December, 2005

Background Continued

Final certification of the Phase 1 environmental document is expected in August 2006. The ACCMA will be responsible for performing an appropriate public hearing process for this project.

Project Development for Phase 1, including the preparation of Plans, Specifications, and Estimates (PS&E), is proceeding "at-risk" concurrent with the PA&ED preparation and approval. Project advertisement is currently scheduled for Fall 2006, with construction cost estimated at \$55,000,000.

Programming

TCRP funding (Paragraph No. 31) provided \$25 million for this phase 1 project, and will be complemented with Regional Measure 2 (RM2) funds. Construction funding, including construction management, has been committed through TCRP, RM2, STIP, Federal Demonstration (SAFETEA-LU) and Measure B funds.

Project Purpose:

The purpose of this project is to reduce congestion by encouraging mass transit and HOV usage, support regional air quality attainment goals and improve safety for motorists, CHP and Caltrans maintenance workers.

Construction of the proposed I-580 HOV lanes will provide significant relief to peak hour commuters who carpool and to mixed-flow traffic during non-commute hours. Phase 1 of this project (the subject of this Project Charter) will construct an eastbound-only HOV lane between the Hacienda Drive interchange in Pleasanton to easterly of the Greenville Overhead in Livermore.

Project Phase Objectives:

Cost – The ACCMA, Caltrans, the Alameda County Public Works Agency, the cities of Dublin, Livermore, and Pleasanton, and LAVTA agree that each agency will diligently endeavor to contain costs associated with both the preparation of all the required project plans and specifications, and the subsequent construction project. Each agency commits to work in partnership to refrain from project additives that will exceed the approved design and construction budgets of \$5 M and \$55 M respectively. These budgets represent the total dollar allocations for both Phase 1A and Phase 1B. The distribution of these budgets between the two Phases is yet to be determined.

Where feasible without undue detriment to project delivery, additional corridor and/or local improvements may be added if commensurate funding is provided by the requesting agency.

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Project Phase: PS&E
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Date Prepared: December, 2005

Project Phase Objectives Continued:

Schedule – All signatures to this Charter will work cooperatively to ensure that Final Plans, Specifications, and Estimates (PS&E) for Phase 1A are approved by Caltrans District 4 no later than May 30, 2006. Additionally, all signatures agree to work cooperatively to ensure that Phase 1B PS&E are approved by Caltrans District 4 no later than June 30, 2006, and to certified by Caltrans OE as RTL no later than March 1, 2007 (depending on the administering agency selected by the ACCMA).

Quality – Construction documents will meet Caltrans' design standards, provide for a safe environment for both motorists and construction workers, minimize inconvenience to the public and provide for a cost-effective design.

Customer Satisfaction – The contract documents and subsequent construction shall be supported by the Project Sponsor and each of the Project Partners.

Project Description/Scope Statement:

The Phase 1 I-580 HOV Lane Project, proposes to construct:

Phase 1A: TMP/TOS/ITS/Advance Elements

- Ramp metering equipment along eastbound on-ramps at North Livermore Avenue interchange, First Street interchange, Vasco Road interchange and Greenville Road interchange
- Ramp metering equipment along westbound on-ramps at Greenville Road interchange, Vasco Road interchange, First Street interchange, North Livermore Avenue interchange, Portola Avenue interchange, and Airway Boulevard interchange.
- TOS/ITS elements identified within the current Systems Engineering and Management Plan that are a required component of the TMP for the Phase 1B project

Phase 1B: Eastbound HOV/Auxiliary Lanes

- An interim eastbound HOV lane within the existing I-580 median from the Hacienda Drive interchange to east of the Greenville Overhead. CHP enforcement areas in the median at standard spacing.

PROJECT CHARTER

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District-Project EA: 04-290811

Project Phase: PS&E
Prepared by: Tom Wintch, TY Lin (CMA)
Date Prepared: December, 2005

Project Description/Scope Statement Continued:

Phase 1B: Eastbound HOV/Auxiliary Lanes Continued

- Eastbound auxiliary lanes between:
 - Fallon Road/El Charro Road interchange and Airway Boulevard interchange
 - Airway Boulevard interchange and the proposed Isabel Avenue interchange
 - First Street interchange and Vasco Road interchange
- Median foundations/columns for future overcrossing structures at the proposed Isabel Avenue interchange and the new Portola Avenue overcrossing.
- Arroyo Las Positas bridge widening to accommodate the proposed eastbound on-ramp for the new Isabel Avenue interchange.
- Under separate funding through Caltrans Pavement Rehabilitation (SHOPP) Program, pavement rehabilitation within the existing I-580 eastbound direction from Hacienda Drive interchange to the Greenville Overhead

The attached Exhibit "A" illustrates the interim Phase 1 Project.

Project/Phase Constraints, Assumptions, and Risks:

Constraints:

- Environmental Document restrictions
- Environmental Document schedule
- Traffic operations at I-680
- Available funding
- Resource Agency permitting
- Constrained right-of-way
- Eastbound traffic operations
- BART operations
- Adjacent interchange projects
- Design exceptions at interchanges
- Caltrans pavement rehabilitation strategy

Assumptions:

- The design year for the project is 2030
- Project Partners will not endeavor to add scope elements to the Project without the provision of separate and available funding for same.
- Project Partners will maintain cost control on Project issues.

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Date Prepared: December, 2005

Project/Phase Constraints, Assumptions, and Risks Continued:

Assumptions Continued:

- Project Partners will work together in a cooperative fashion to further transportation improvements throughout the entire I-580 corridor within the Tri-Valley.
- Caltrans will construct ramp metering for both eastbound and westbound I-580 between San Ramon Road/Foothill Road interchange and Tassajara Road/Santa Rita Road interchange, under Contract No. 04-151054.
- Resources will be provided by all partners to meet the schedule.
- Funding will be provided by all partners, including SHOPP funding.

Risks:

- Agency resources availability which could lead to schedule and cost overruns.
- Regional and Local Agency support.
- Timely certification of the Environmental Document.
- Multiple contractors working in the corridor concurrently.
- Design Exception approvals.
- Aerially deposited lead contamination.

Phase Deliverables:

Advance ITS/TOS Elements

- Concept of Operations Report
- Draft Systems Engineering and Management Plan
- Final Systems Engineering and Management Plan
- Draft Cooperative Agreement
- Final Cooperative Agreement
- Final Environmental Clearance
- 35% Plans, Specifications and Estimate
- 95% Plans, Specifications and Estimate
- Final (100%) Plans, Specifications and Estimate

EB HOV Lane

- 35% Plans and Estimate
- Preliminary Transportation Management Plan
- "Informal" 65% Plans, Specifications, and Estimate
- 95% Plans, Specifications, and Estimate
- Final (100%) Plans, Specifications, and Estimate
- Final Transportation Management Plan

PROJECT CHARTER

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District-Project EA: 04-290811

Project Phase: PS&E
Prepared by: Tom Wintch, TY Lin (CMA)
Date Prepared: December, 2005

Key Team Members:

ACCMA..... Frank Furger
Stefan Garcia

Caltrans Stewart Ng
Mark Zabaneh
Issa Bouri
Stephen Haas

Alameda County Dawn Argula
Ruben Izon

City of Dublin Ray Kuzbari
Ferd del Rosario

City of Livermore..... Bob Vinn
Mohammad Pournia
Ken Ross

City of Pleasanton Jeff Knowles
Mike Tassano

LAVTA.....Barbara Duffy

Deliverable Management:

- The ACCMA Project Manager will communicate with Project Partners to resolve issues, as required.
- PDT Meetings will be held on a regular, monthly basis.
- The ACCMA will provide meeting minutes and action items for all Project Partners no later than 14 days prior to the next PDT Meeting.
- Action items will include responsible parties who will endeavor to complete tasks by the scheduled date.
- The ACCMA will prepare a detailed schedule for this phase of the project.
- The ACCMA will provide Project Partners with copies of all PS&E milestone submittals. All Project Partners agree to provide comments to the ACCMA on all draft milestone submittals within six weeks of receipt.

PROJECT CHARTER

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District-Project EA: 04-290811

Project Phase: PS&E
Prepared by: Tom Wintch, TY Lin (CMA)
Date Prepared: December, 2005

Approvals:

Project Sponsor: _____ **Date:** _____
Dennis Fay
Executive Director
Alameda County
Congestion Management Agency

Project Partner: _____ **Date:** _____
Bijan Sartipi
District Director
California Department of Transportation

Project Partner: _____ **Date:** _____
Donald J. LaBelle
Director of Public Works
Alameda County Public Works Agency

Project Partner: _____ **Date:** _____
Melissa Morton
Director of Public Works
City of Dublin

Project Partner: _____ **Date:** _____
Marc Roberts
Community Development Director
City of Livermore

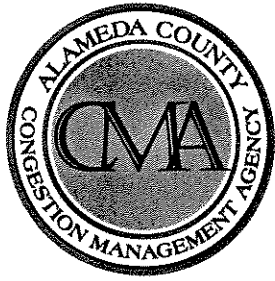
Project Partner: _____ **Date:** _____
Robert Wilson
Director of Public Works
City of Pleasanton

Project Partner: _____ **Date:** _____
Barbara Duffy
General Manager
Livermore-Amador Valley Transit Authority

PROJECT CHARTER

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Prepared by: Tom Wintch, TY Lin (CMA)
Date Prepared: December, 2005



ALAMEDA COUNTY CONGESTION MANAGEMENT AGENCY

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E-MAIL: mail@accma.ca.gov • WEB SITE: accma.ca.gov

*Agenda Item 5.3
February 13, 2006*

Memorandum

DATE: February 3, 2006
TO: Administration and Legislation Committee
FROM: Cyrus Minoofar, Principal Transportation Engineer
SUBJECT: Uptown Transit Center Construction Contract Award

Action Requested:

On January 19th, 2006, the CMA received four bids the Uptown Transit Center construction contract. The low bidder was NTK Construction with a bid of \$1,590,918. The engineer's estimate was \$1,846,375. It is recommended that the CMA Board award the Uptown Transit Center construction contract to NTK Construction, Inc., for an amount not to exceed \$1,750,000, which included a 10% contingency above the base bid amount.. If for any reason the low bidder is unable or unwilling to execute a contract or provide required bonding, it is recommended the CMA award the Contract to the next bidder.

Discussion:

The Alameda County CMA, in association with AC Transit, has secured a total of \$20,273,735 in Measure B, Regional Measure 2, Federal, TFCA, and STIP funds to plan, design and deploy the E. 14th Street/International Blvd/Telegraph Avenue Rapid Bus program. The project extends from Bayfair Center to the campus of the University of California, Berkeley.

The CMA Board has previously authorized the Executive Director to negotiate and execute an agreement with AC Transit for the E. 14th /Telegraph/ International Rapid Bus program, and to execute consultant contracts to start project delivery activities for the project.

On July 27, 2005 and December 22, 2005, the CMA Board authorized the Executive Director to add the Uptown Transit Center Project to the Rapid Bus program. CMA and AC Transit's goal is to deliver the Rapid Bus program, including the completion of the Uptown Transit Center as a major hub for the project.

CMA advertised the project in November 2005 and received bids on January 19, 2006. Four valid bids were received as follows:

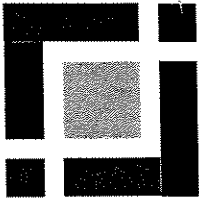
Contractor	Location	Base Bid Items
NTK Construction, Inc.	San Francisco, CA	\$1,590,918
J.A. Gonsalves & Son Inc.	Napa, CA	\$1,829,228
Ghilotti Bros., Inc.	San Rafael, CA	\$2,542,619
Sposeto Engineering, Inc.	Union City, CA	\$ 2,122,346
Engineer's Estimate		\$1,846,375

The low bidder is below the Engineer's Estimate. Therefore the bids are deemed reasonable.

CMA staff will be reviewing the bid bonds and the bids for the low bidders and intends to execute a contract with the lowest bidder. If for any reason, the low bidder is unable or unwilling to sign the contract, or there are problems with their bonds, CMA has the right to enter into contract with the next bidder and to use the bid bonds from the low bidder to recover any cost differences or expenses to enter into contract with the next bidder.

In addition, due to the nature of this type of contract which includes significant retrofit of the existing roadway, unknown factors will exist during the course of construction. A typical 10% contingency amount will be set aside for these unforeseen conditions and appropriate contract change orders will be issued to address these conditions or other changes in work, if necessary. If additional funding beyond the 10% contingency is needed, staff will report back to the CMA Board to receive authorization for additional expenditure.

As of the date of this memo, CMA and AC Transit are still waiting for the City of Oakland to issue a required minor encroachment permit for the project. AC Transit expects that the City will soon issue the permit, although issuance may be delayed past the date of the February Board meeting. AC Transit has requested that CMA refrain from awarding the contract until this final permit is issued, but would like to have the contract awarded at the earliest possible date in order to meet AC Transit's deadlines. Accordingly, CMA staff requests authorization (i) to award the contract to the lowest, responsible, responsive bidder once all necessary permits have been obtained from City of Oakland, and (ii) for the Executive Director to execute all required agreements at that time.



Lynn M. Suter
and Associates

Government Relations

February 13, 2006
Agenda Item 6.1

February 2, 2006

TO: Dennis Fay, Executive Director
Alameda County Congestion Management Agency

FR: Lynn M. Suter & Associates

RE: Legislative Update

While the Legislature rushed to meet the January 31 house of origin deadline for two-year bills, policy committees on both sides launched into the review of Governor Schwarzenegger's Strategic Growth Plan (SGP). The Governor's SGP would authorize the issuance of \$68 billion in General Obligation Bonds over the next 10 years. Under the plan, bonds would be issued to raise revenue for a broad array of infrastructure projects, including transportation, schools, colleges, flood control, state and local correctional facilities and courthouse facilities.

In some instances, the committees will hold only one or two hearings while others have scheduled hearings through the week of February 20. The committees will not be voting on the bills containing the SGP. Rather, the committees will forward recommendations to the joint-house Conference Committee on Infrastructure Bonds, the committee charged with putting together a compromise package for consideration by the Senate and Assembly. The current deadline for placing a bond measure on a supplemental ballot in June is March 10. While it remains possible to meet that deadline, it's likely that the bond proposals will slip back to the November ballot.

A common theme is emerging from these hearings. At the Senate hearings the major concerns consisted of the project selection process, the lack of public debate in crafting the bond proposals, and the apparent attempt to circumvent the separation of powers between the executive and legislative branch. The last issue was the focus of Senator Kuehl comments that pointed out the Governor plans to make all bond proceeds subject to a continuous appropriation. This circumvents the annual budget process and the Legislature's oversight and authority on appropriating state funds.

The Senate Transportation Housing Committee will focus on the public participation and project selection process next week. While the Senate Transportation's initial hearing was limited to an overview of the Governor's plan, many members were critical of creating a planning process centralized within Caltrans and the BT&H Agency. Next week's hearing is expected to focus on the public involvement of the existing transportation planning process and the need to build upon the existing STIP process instead of creating a parallel process. There has also been little support shown for using gas tax revenues to back \$14 billion in revenue bonds.

LAO's Perspective: The Legislative Analyst, Liz Hill, presented her thoughts on the Governor's plan to the Assembly Transportation Committee earlier this week and outlined many areas of concern for the Legislature to consider. The LAO overview highlighted the following issues:

The State Transportation Improvement Program planning and funding process should not be abandoned. The SGP is not consistent with the current STIP process, which ensures that state funds are allocated in an equitable manner that is consistent with state and regional priorities. According to a review of regional plans by the LAO, most of the projects on the proposed list are not in the regions 5 year RTIP. In addition, the SGP requires a project to be included in a regional plan, even if that project was not initially included in regional plan. Therefore most of the projects do not have a completed project study report, which means many of the projects listed would not be ready for construction for several years.

Continuous appropriation authority unwarranted/ accountability needed. The SGP proposes for the general obligation bonds and the revenue bond funds be continuously appropriated. This severely limits the Legislature ability to oversee the appropriation of funds and the selection of categories. The projects would be selected and the plans adopted with no Legislative input. This also limits accountability in how the funds are programmed and allocated.

Risk for matching bond funds. The SGP proposes the leverage by a 4-to-1 matching ratio (bonds to private investment) for \$3 billion of the GO bond amount. However, it is unclear what the risk to the state is of losing the incentive funding if the project does not materialize after the state match is provided.

Potential negative impact on highway maintenance. The SGP would take up to 25 percent of future gas tax and weight fee revenues "off the top" to pay the debt service on \$14 billion in revenue bonds. This potentially leaves insufficient funds for ongoing maintenance and rehabilitation.

Caltrans staffing needs. The staffing needs at Caltrans to deliver the projects funded by the bonds is unknown. If the bond proceeds are continuously appropriated, Caltrans would not be subject to legislative oversight or budgeting.

Legislation

The deadline for all two-year bills to be approved by the house of origin was January 31st. The following provides a status of the two-year bills our office has been tracking. Also, included are several new transportation related bills. The deadline for introducing new bills for the 2006 session is February 24.

Bill	Topic	Status	Position
AB 189 (Horton, Shirley) A-04/11/2005	Highway capacity enhancement demonstration projects: coordinated environmental process.	DEAD	Watch
	Existing law sets forth the responsibilities of the Department of Transportation with respect to highways. This bill, until January 1, 2010, would establish a coordinated environmental review process for 3 highway capacity enhancement demonstration projects. The bill would require the projects to be identified by the department, and selected by the California Transportation Commission, in accordance with specified criteria and would require that a consolidated environmental permit be issued for each project. The bill would require the project sponsor to seek and invite participation by applicable agencies. The bill would require the department to provide staff support for the demonstration projects to the extent funds are specifically appropriated for this purpose.		
AB 209 (Plescia) I-01/31/2005	Transportation systems: alternative financing methods.	DEAD	Watch
	Existing law, the San Diego County Regional Transportation Commission Act, creates the San Diego County Regional Transportation Commission that is authorized, upon approval of the voters, to impose an ordinance levying a retail transaction and use tax for transportation purposes. The Legislature has made certain findings under this act regarding the commission's functions. This bill would make nonsubstantive changes to these findings.		
AB 267 (Daucher) A-08/15/2005	Transportation projects.	Senate Appropriations Suspense File	ACTA --Support CMA -Watch
	This bill would eliminate the 12-month time limit on CTC reimbursements to local and regional transportation agencies that spend their own funds in anticipation of a STIP allocation.		

	<p>The purpose of this bill is to provide local and regional transportation agencies more certainty when spending their own funds to advance a STIP project that the CTC will reimburse them for those costs. The current one-year limit on the CTC's requirement to reimburse a local or regional agency could mean that the agency would never be reimbursed, especially in times of scarce STIP funding resources. The elimination of the time limit could encourage more local and regional agencies to spend their own funds on a project.</p>		
AB 345 (La Malfa) A-03/31/2005	Infrastructure financing.	DEAD	Watch
	<p>Existing law authorizes local government agencies, individually or in combination, to utilize private sector investment capital to fund infrastructure improvements by making agreements with private entities pursuant to specified procedures and conditions. Under this authority the government agency may use these private funds as the exclusive revenue source or as a supplemental revenue source with federal or local funds. This bill would extend this authority to state agencies, state that the supplemental revenue source may also be state funds, and expressly state that the local agencies may use, but are not limited to, financing pursuant to the Revenue Bond Law of 1941.</p>		
AB 426 (Bogh) A-04/20/2005	HOV lanes.	DEAD	Watch
	<p>Existing law authorizes the Department of Transportation or local agencies with respect to highways under their respective jurisdictions to designate certain lanes for exclusive use by high-occupancy vehicles (HOVs). This bill, until January 1, 2009, would require the department to convert all HOV lanes on state highways in the County of Riverside that currently operate on a 24-hour basis into part-time HOV lanes that operate as mixed-flow lanes except during peak periods, subject to any required approvals of the federal government.</p>		
AB 508 (Richman) I-02/16/2005	Department of Transportation: design-build contracting.	DEAD	Watch
	<p>Existing law makes the Department of Transportation responsible for improving and maintaining the state highway system. Under existing law, until January 1, 2010, the department is authorized to</p>		

	utilize design sequencing as an alternative contracting method for the design and construction of not more than 12 transportation projects. This bill would authorize the department to use the design-build procurement process for its state highway construction contracts.		
AB 509 (Richman) I-02/16/2005	Regional transportation agencies.	DEAD	Watch
	Existing law authorizes the Department of Transportation or local agencies with respect to highways under their respective jurisdictions to designate certain lanes for exclusive use by high-occupancy vehicles (HOVs). Existing law also authorizes certain local agencies to conduct, administer, and operate value pricing and transit development programs, under which single-occupant vehicles may use designated HOV lanes at certain times of day upon obtaining a permit and paying a fee, otherwise known as a "high-occupancy toll (HOT) lane." This bill would authorize regional transportation agencies to enter into agreements to finance regional user-fee based transportation projects.		
AB 540 (Liu) I-02/16/2005	State highway projects.	DEAD	Watch
	Existing law gives the Department of Transportation full possession and control of state highways and associated property. Existing law establishes a process for constructing improvements to the state highway system, including a requirement for freeway agreements with affected local governments. This bill would require the department, prior to finalizing design and commencing construction on a state highway project, including a project not requiring preparation of full-scale environmental documents, to first meet and confer with the governing body of the affected city or county, and to thereafter hold at least one public meeting at a time and place that is convenient for the affected community. Following the consultation and public hearing, the bill would provide that the department, to the maximum extent possible, modify the project as necessary to address local concerns.		
AB 697 (Oropeza) I-02/17/2005	Highway Users Tax Account: appropriation of funds.	DEAD	ACTA – Support CMA - Watch
	In any year in which a Budget Act has not yet been enacted by July 1, AB 697 would require all previously appropriated transportation funds to be continuously appropriated until a budget is enacted.		

	<p>The intent is to avoid delays and disruptions in work on transportation projects and to avoid the associated costs and consequences.</p> <p>AB 697 was held on the Suspense File and is dead for this session. The Assembly Appropriations Committee has a policy of not approving measures that would create a continuous appropriation.</p>		
AB 713 (Torrico) I-02/17/2005	Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century.	Senate Transportation & Housing Committee	Watch
	AB 713 would postpone, until 2008, the scheduled November 7, 2006 vote on the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century.		
AB 850 (Canciamilla) A-05/03/2005	Toll road agreements.	DEAD	ACTA - Watch CMA - Support and Seek Amendments
	<p>Part of the Governor's GoCalifornia package of bills, AB 850 would authorize Caltrans to contract with public and private entities to expand the number of toll roads and other toll facilities and high-occupancy toll (HOT) lanes.</p> <p>AB 850 being held on the Appropriations Committee's Suspense File. Some of the contents of this bill have been reintroduced as part of the SGP.</p>		
AB 986 (Torrico) A-04/26/2005	Transit oriented development.	DEAD	Watch
	<p>Existing law expresses the Legislature's findings that the Metropolitan Transportation Commission has collaborated with the Association of Bay Area Governments (ABAG) on regional coordination and agreed to create a joint policy committee. Existing law expresses the Legislature's findings that the Bay Area Air Quality Management District should be included on the joint policy committee by June 30, 2005, as a represented agency. Existing law requires that committee to report to the Legislature by January 1, 2006, on the feasibility of consolidating functions separately performed by ABAG and the commission and requires the committee to coordinate the development and drafting of major planning documents prepared by ABAG, the commission, and the Bay Area Air Quality Management District. This bill would</p>		

	require the joint policy committee to prepare a plan identifying regional priority transit oriented development zones for the San Francisco Bay Area region. The report would be reviewed and approved by the Metropolitan Transportation Commission and the executive board of the Association of Bay Area Governments and submitted to the Legislature by January 1, 2007. This bill contains other related provisions and other existing laws.		
AB 1020 (Hancock) A-01/23/2006	Transportation planning: improved travel models.	Senate Rules – Pending Referral	Watch
	AB 1020 would establish a review process involving the Department of Transportation (Caltrans) and selected metropolitan and regional transportation planning agencies for evaluating transportation planning computer models and requiring selected transportation planning agencies to incorporate measures pertaining to land use transit service levels into these models.		
AB 1157 (Frommer) A-04/11/2005	State highways: performance measures.	Senate Transportation & Housing Committee	Watch
	AB 1157 would require Caltrans to develop performance measures for the purpose of evaluating and rating the overall quality of the state highway system. These measures would be used to develop an annual report on the quality of the state highway system that would examine how resource, staffing, and programming decisions impact the overall condition of the state highway system		
AB 1266 (Niello) A-05/04/2005	State highways: design-sequencing contracts.	DEAD	Watch
	This bill would authorize the department, until January 1, 2012, to award design- sequencing contracts for the design and construction of not more than 4 additional transportation projects, to be selected by the director. The bill would extend other provisions relating to the pilot project to January 1, 2012.		
AB 1276 (Oropeza) I-02/22/2005	Intermodal corridors of economic significance.	DEAD	Watch
	Existing law, the Intermodal Corridor of Economic Significance Act, requires the Department of Transportation, in cooperation with regional transportation planning agencies, to identify significant transportation arteries that are designated as intermodal corridors of economic significance. This bill would require the		

	department, in cooperation with regional transportation planning agencies, to establish a task force for the purposes of developing a strategy for avoiding congestion along the state's intermodal corridors of economic significance, and to develop and apply freight oriented performance measures on those corridors. The bill would also state that the department should continuously and closely monitor corridor performance, as specified, and should develop improvement strategies and work with other states to establish standardized performance measures on the major trade corridors.		
AB 1283 (DeVore) A-04/19/2005	State highways: reversible lanes.	DEAD	Watch
	Existing law provides that the Department of Transportation has full possession and control of all state highways and all associated property. This bill would require the department, prior to adding single-direction traffic management lanes to certain state highways, to conduct a study of the feasibility of adding one or more reversible lanes separated by concrete barriers from other traffic on the affected state highway segment. The bill would require the results of each study to be submitted to the Legislature.		
AB 1550 (Arambula) A-01/04/2006	California Transportation Commission.	Senate Committee on Transportation & Housing	Watch
	AB 1550 was gutted and amended to require the Governor, in appointing members to the California Transportation Commission to include members from the central valley areas of the state and to make every effort to assure that members have a demonstrated background related to meeting the state's transportation needs.		
AB 1699 (Frommer) A-05/27/2005	Transportation: highway construction contracts: design- build projects.	Senate Transportation & Housing	Watch
	AB 1699 establishes a demonstration program that would authorize, until January 1, 2015, a "self help transportation agency" to utilize design-build contracts for construction projects on the state highway system with a value of \$10 million or more. The bill limits to 8 the number of project that can use design-build contracts statewide.		
AB 1702 (Frommer) A-04/07/2005	State finances: economic recovery and transportation.	DEAD	Watch

	<p>The Economic Recovery Bond Act authorizes the issuance of bonds in an amount not to exceed \$15,000,000,000 pursuant to the State General Obligation Bond Law, for purposes of financing the accumulated state budget deficit, as defined. "Accumulated state budget deficit" means the aggregate of the estimated negative balance of the Special Fund for Economic Uncertainties arising on or before June 30, 2004, with specified exceptions and other General Fund obligations incurred by the state prior to June 30, 2004, to the extent not included in the negative balance. Existing law requires that except for amounts necessary to pay costs of issuance, administrative costs, any other costs payable in connection with the bonds, to retire or refund the bonds sold, the balance is to be transferred to the General Fund. This bill would appropriate from the General Fund, from the amount transferred to that fund from the Economic Recovery Fund, \$500,000,000 to the Controller for deposit in the Traffic Congestion Relief Fund for the purpose of funding or reimbursing the cost of transportation projects, programs, and activities for encumbrance without regard to fiscal years, except as otherwise specified, with the funds to be allocated (a) \$250,000,000 for transfer to the State Highway Account for project expenditures, and (b) \$250,000,000 for Traffic Congestion Relief Program projects. This bill contains other related provisions and other existing laws.</p>		
AB 1714 (Plescia) A-05/03/2005	Toll Bridge Seismic Retrofit Program.	DEAD	Watch
	<p>Existing law estimates the cost to seismically retrofit the state-owned toll bridges and to replace the east span of the San Francisco-Oakland Bay Bridge at \$4,637,000,000, including \$2,600,000,000 for the east span replacement. Existing law identifies funding to be made available for this purpose from various funding sources, including a \$1 per vehicle toll surcharge on Bay Area state-owned toll bridges and Proposition 192 seismic repair bond funds, among other sources. This bill would state the intent of the Legislature to develop a funding solution for the Toll Bridge Seismic Retrofit Program.</p>		
SB 298 (Scott) I-02/16/2005	Transportation: local funding.	DEAD	Watch
	<p>Existing law requires a local transportation planning agency, as defined, to annually determine the amount of local transportation funds to be allocated to claimants. This bill would make a nonsubstantive change to these provisions.</p>		

SB 324 (McClintock) A-03/29/2005	Highways: transportation gridlock emergencies.	DEAD	Watch
	Existing law authorizes the Governor to proclaim a state of emergency, as defined, in an area affected or likely to be affected by the existence of conditions of disaster or of extreme peril to the safety of persons and property caused by specified conditions. This bill would include a transportation gridlock emergency, as defined, within the definition of a "state of emergency."		
SB 371 (Torlakson) A-01/23/2006	Public contracts: design-build contracting: transportation entities.	Assembly Transportation Committee	Watch
	SB 371 is a spot bill that will be amended to allow Caltrans and local agencies use design-build contracting on transportation projects. This bill currently declares the intent of the Legislature to enact legislation that would develop an alternative and optional procedure for bidding on highway, bridge, tunnel, or public transit construction projects in the jurisdiction of any county, local transportation authority, as defined, or local or regional transportation entity, as provided, and would authorize the Department of Transportation to develop an alternative bidding procedure for highway, bridge, or tunnel projects on the state highway system .		
SB 427 (Hollingsworth) A-01/04/2006	California Environmental Quality Act: scoping meetings.	Assembly Desk, pending referral to policy committee	Watch
	SB 427 would amend the California Environmental Quality Act (CEQA) to require a lead agency to provide notice of at least one scoping meeting to transportation planning agencies or public agencies required to be consulted for projects of statewide, regional or area-wide significance and will extend consultation requirements to include the project's effects on overpasses, on-ramps and off-ramps.		

SB 519 (McClintock) A-04/07/2005	Highways: exclusive-use or preferential-use lanes.	DEAD	Watch
	Existing law requires, prior to establishing exclusive-use or preferential-use traffic lanes for high-occupancy vehicles (HOV lanes), that the Department of Transportation and local authorities, with respect to highways under their respective jurisdictions, make competent engineering estimates of the effect of the lanes on safety, congestion, and highway capacity. This bill would request the University of California, on or before January 1, 2007, to conduct a study, in consultation with the Department of Transportation, to evaluate the effectiveness of use of different types of highway lanes. This bill contains other related provisions.		
SB 927 (Lowenthal) I-02/22/2005	General plans: transportation element.	Assembly Local Government Committee	Watch
	Existing law requires a general plan to include a statement of development policies and, among other elements, a circulation element consisting of the general location and extent of existing and proposed major thoroughfares, transportation routes, terminals, and military airports and ports, and other local public utilities and facilities, all correlated with the land use element of the plan. This bill would rename the circulation element the transportation element and make other technical and conforming changes.		
SB 1020 (Migden) I-02/22/2005	County sales and use taxes: rate increase	DEAD	Watch
	SB 1020 proposed to allows counties to double the Transportation Development Account (TDA) sales tax that is primarily dedicated to mass transit projects and services.		
SB 1024 (Perata) A-01/26/2006	Public works and improvements: bond measure.	01/31/2006-In Assembly. Read first time. Held at Desk. (01/31/2006-A DESK)	Support
	SB 1024 was approved the Senate last week after it was amended to remove the dollar amounts. In addition, amendments added funding categories for transit security and a program that would benefit Self-Help counties.		
	This bill would enact the Safe Facilities, Improved Mobility, and Clean Air Bond Act of 2006 to authorize an unspecified amount of		

	state general obligation bonds for specified purposes, including the state transportation improvement program, passenger rail improvements, levee improvements, flood control, restoration of Proposition 42 transportation funds, port infrastructure and security projects, trade corridors of significance, transit security projects, grade separation projects, local bridge seismic upgrade projects, state-local partnership transportation projects, emissions reduction projects, environmental enhancement projects, transit-oriented development, and housing, regional growth, and infill development purposes, subject to voter approval. This bill contains other related provisions.
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The Following Bills have been recently introduced			
AB 1783 (Nunez) I-01/04/2006	Infrastructure financing.	01/05/2006-From printer. May be heard in committee February 4. (01/04/2006-A PRINT)	Watch
	AB 1783 outlines Speaker Nunez's transportation bond priorities. Unfortunately, the bill does not specify any dollar amounts. The funding categories are largely consistent with those found in Senator Perata SB 1024 and the Governor SGP. However, AB 1783 contains a specific category for urban mass transportation projects		
AB 1838 (Oropeza) I-01/10/2006	Transportation Bond Acts of 2006, 2008, and 2012: transportation contracting.	01/11/2006-From printer. May be heard in committee February 10. (01/10/2006-A PRINT)	Watch
	AB 1838 contains the transportation components of the Governor Strategic Growth Plan.		
AB 1939 (Bogh) I-02/01/2006	Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century: repeal.	02/01/2006-Read first time. To print. (02/01/2006-A PRINT)	Watch
	AB 1939 would repeal the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century that is currently on the November 7, 2006 ballot.		
SB 1161 (Alarcon) I-01/10/2006	State highways: design-sequencing contracts.	01/19/2006-To Com. on T. & H. (01/19/2006-S T. & H.)	Watch
	As part of the Governor SGP, SB 1161 would generally authorize the department to award contracts for projects using the design-sequencing contract method, if certain requirements are met. Currently, Caltrans may award design-sequencing projects on a limited pilot project basis only.		

SB 1165 (Dutton) I-01/10/2006	Transportation Bond Acts of 2006, 2008, and 2012: transportation contracting.	01/19/2006-To Coms. on T. & H. and E.Q. (01/19/2006-S T. & H.)	Watch
	SB 1165 is the Senate vehicle for implementing the Governor's Strategic Growth Plan.		
SB 1191 (Hollingsworth) I-01/23/2006	California Environmental Quality Act.	01/24/2006-From print. May be acted upon on or after February 23. (01/23/2006-S PRINT)	Watch
	<p>SB 1191 would make numerous changes to the California Environmental Quality Act (CEQA), with the intent of streamlining the environmental review process. However, based on a cursory review of this bill would make several controversial changes to the CEQA process. In summary the bill would make the following changes:</p> <p>establish a short form environmental impact report, that a lead agency would be required to prepare if a project satisfies specified criteria related to housing;</p> <p>specify the types of standards and methodologies a lead agency is required, or authorized, to apply in determining whether a project may have a significant effect on the environment;</p> <p>specify certain situations that do not constitute a significant effect on the environment or do not require certain analysis;</p> <p>specify, in certain circumstances, the baseline environmental setting from which a lead agency determines whether a project may have a significant effect on the environment;</p> <p>change notice requirements, timelines, and definitions established by CEQA;</p> <p>limit the issues a lead agency may consider in determining whether a project may have a significant effect on the environment;</p> <p>limit the length of a draft environmental impact report;</p> <p>revise provisions relating to legal challenges concerning CEQA</p>		

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Copeland Lowery Jacquez Denton & White LLC

Specializing in Government Relations

MEMORANDUM

TO: Dennis Fay, Jean Hart and Frank Furger
ACCMA

FROM: Jim Copeland & Emily Bacque
Copeland Lowery Jacquez Denton & White

RE: Washington, D.C. Update

DATE: February 6, 2006

The President's FY07 Budget was sent to Congress today – February 6, 2006. We hope to have an analysis of the Department of Transportation's proposed budget shortly.

FY07 Appropriations Overview

The ongoing war on terror -- both overseas and domestic -- the disaster relief efforts in the Gulf States and the rise in the federal deficit will no doubt affect the FY07 budget and appropriations process. Congress will be facing a smaller budget in conjunction with a number of initiatives to limit federal spending and congressionally directed funding programs.

Congressionally directed Federal program requests

Steps are underway to curb Congressionally directed funding programs (earmarks) by reducing the number of earmarks in annual spending bills and making the appropriations process more open and transparent. The House and Senate are attempting to jointly embrace these efforts to:

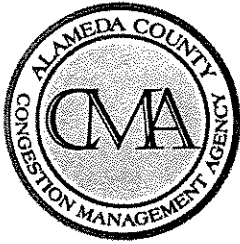
- Sharply limit the number of Member project requests.
- Require increased accountability, disclosure and transparency by requiring that Member request letters be made public prior to Congressional consideration of each appropriations bill.
- Require that all project requests be submitted in writing to the appropriations subcommittee of jurisdiction via a Member-signed request letter or form.
- Establish clearly defined criteria for all project requests and require Members to specify how each project meets the criteria.
- Increase the proportion of projects that have a local dollar-matching requirement.

Numerous proposals to modify the Congressional earmarking process have been proposed in the wake of the Abramoff lobbying scandal and news headlines about projects like Alaska's "Bridges to Nowhere."

Following are a few of the current earmark overhaul proposals. We will continue to keep you apprised as these proposals are debated in the weeks ahead.

Individual Proposals

- Appropriations Chairman Lewis — In an article written for Roll Call newspaper, Chairman Lewis proposes numerous changes he says will "further curb the appetite to spend by sharply reducing the number of earmarks in annual spending bills and making the appropriations process more open and transparent." Those changes include: Limiting the number of earmark requests each lawmaker may submit to Appropriations; require that all Member requests be made in writing, and require that those request letters be made public prior to House consideration of each spending bill; establish clearly defined criteria for all project requests, and require Members to specify how the project meets those criteria; move more towards earmarks that will also receive local matching funds; and require that all congressionally-earmarked projects go through a formal executive branch contracting and auditing process.
- Senator Trent Lott, R-MS, and Diane Feinstein, D-CA. — Have proposed creating a Senate point of order against any provision added to a conference report that wasn't in either the House-or Senate-passed bill. This point of order would apply to any provision added to a conference report (not just earmarks) and also to all legislation -- not just spending bills. Under the plan, the offending provision would be stripped out and the modified conference report sent to the House; it would not kill the entire measure. The point of order could be waived with 60 votes, however. The plan also requires that conference reports be posted on the Internet and available to the public for 24 hours before Senate consideration, and that lists of earmarks, their sponsors, and earmark justifications be included in those posted reports.
- Senator John McCain, R-AZ, and Representative Jeff Flake, R-AZ — Both Members have introduced bills (S 1495 and HR 1642) that would prohibit federal agencies from spending money on projects unless the funding earmarks were included in a law's statutory text. Earmarks listed only in House or Senate committee reports, or in a conference report statement of managers, could not receive federal funds.
 - Senator McCain is working with Senate GOP leaders to develop a lobbying reform package; its unknown whether that package will include any changes to the earmarking process.
 - Representative Flake, meanwhile, is opposing proposals to just disclose earmark sponsors. He says its important for earmarks to be included in the text of bills so that other lawmakers have an opportunity to strike the language.
- Newly elected Majority Leader Representative John A. Boehner, R-OH — Supports Representative Flake's proposal to require that earmarks be written directly in the statutory text of a bill. He has advocated "a ban on unauthorized earmarks for private entities that serve private interests at the expense of the public interest," calls for greater "transparency" in the earmarking process, and wants earmarks to be used more sparingly.



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MEMORANDUM

February 13, 2006
Agenda Item 6.3

DATE: February 3, 2006
TO: Administration & Legislation Committee
FROM: Dennis R. Fay, Executive Director
SUBJECT: State Infrastructure Package – Proposed Principles

Action Requested

Both the Governor and the Legislature have proposed infrastructure plans that involve bonds. Prior to the January Board meeting, the Chair and Vice Chair sent a letter to Senator Perata expressing the CMA's initial views. At the January meeting, the Board adopted three key advocacy points relative to a state infrastructure bond. The Bay Area CMA Executive Directors have also prepared a core set of principles for our respective boards to consider. These principles address the Board's points from the January meeting. It is recommended that the Board adopt the Executive Directors' principles with the additions suggested in the attached document.

Discussion

In 2005, Senator Perata introduced SB 1024 calling for a general obligation bond for various infrastructure improvements, including transportation. This bill now has the bond amount set at approximately \$13 billion. The CMA Board supports this bill. Last month, the Governor introduced his infrastructure proposal, which included two \$6 billion bonds, and other funding proposals. Both these proposals are described in a memo from Lynn Suter & Associates (attached).

Prior to the January Board meeting, the Chair and Vice Chair sent a letter to Senator Perata expressing the CMA's initial views on an infrastructure package and bond (see attached letter). At the January meeting, the Board adopted three key advocacy points relative to a state infrastructure bond:

- ☐ Provide a reward or give preference to self help counties
- ☐ Repay loans of Proposition 42 transportation funds
- ☐ Increase transportation revenues through a gas tax increase

The CMA's Sacramento representative was instructed to use these points pending a more detailed position adopted by the Board.

The Bay Area CMA Executive Directors have also prepared a core set of principles for our respective Boards to consider (attached). These principles address the Board's points from the January meeting.

The Bay Area CMA Executive Directors principles provide a good starting place for Alameda County. In order to cover other issues critical to Alameda County, these core principles should include reference to grade separations, High Occupancy Toll (HOT) lanes, and transit oriented development. It is recommended that the Board adopt the Executive Directors' principles with the additions suggested in the attached document.

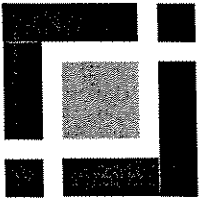
Alameda County Congestion Management Agency
State Infrastructure Package Principles
2-13-06

General Principles

1. Remove the suspension provision in Proposition 42 and prohibit loans, other than short-term loans for cash flow purposes.
2. Repay in full any previous loans of transportation funds to the general fund with interest, as required under existing law.
3. Allocate the majority of new funds to existing programs that support transportation investment in a multi-modal system, such as the State Transportation Improvement Program (STIP), or to program-level funding categories, such as goods movement.
4. Oppose the use of revenue bonds backed by existing transportation funding sources, if they would negatively impact Traffic Congestion Relief Program and STIP commitments.
5. Expedite project delivery by streamlining design and construction and other proposals to improve project delivery in California, including public/private partnerships.
6. Provide additional funding for rehabilitation of the existing transportation system
7. Authorize new user fees to augment the amount of any bond measures in order to support an adequate transportation investment program through the STIP and to support local transportation investments.

Bond Measure Principles

8. Recognize the existing local, regional and state planning and programming process specified in current law as a framework for selecting the best candidate projects for bond funding.
9. Select projects for funding where the state commitment fully funds the project and allows the project to actually be built.
10. Provide a reward or incentive to counties that have generated local revenue to improve the state highway and transit system.
11. At a minimum, address the following transportation needs through the infrastructure bond:
 - ❑ Additional funding for the State Transportation Improvement Program
 - ❑ Funding for large projects having a significant impact on travel and congestion between regions and within regions. These projects would be nominated directly to the California Transportation Commission by Caltrans and regional agencies/ county transportation agencies, with a final program selected by the CTC.
 - ❑ Funding for goods movement and trade corridors
 - ❑ Funding for new technologies to better manage the transportation system, referred to as Intelligent Transportation Systems (ITS).
 - ❑ Funding for High Occupancy Toll (HOT) lanes
 - ❑ Funding for Transit Oriented Development (TOD)
 - ❑ Funding for rail grade separations



Lynn M. Suter

and Associates

Government Relations

February 3, 2006

TO: Dennis Fay, Executive Director
Alameda County Congestion Management Agency

FR: Lynn M. Suter & Associates

RE: Governor's Strategic Growth Plan for Transportation

With the Governor's ambitious Strategic Growth Plan, every "infrastructure-esque" project imaginable is being proposed and placed on the table for consideration. While efforts are being made to place a part of the package on the June ballot, it is beginning to appear that everything will slip back to November. There simply is not enough time to cobble this package together before the March 10 deadline.

Policy committees on both sides have launched into the review of Governor Schwarzenegger's Strategic Growth Plan (SGP). The Governor's SGP would authorize the issuance of \$68 billion in General Obligation Bonds over the next 10 years. Under the plan, bonds would be issued to raise revenue for a broad array of infrastructure projects, including transportation, schools, colleges, flood control, state and local correctional facilities and courthouse facilities.

In some instances, the committees will hold only one or two hearings while others have scheduled hearings through the week of February 20. The committees will not be voting on the bills containing the SGP. Rather, the committees will forward recommendations to the joint-house Conference Committee on Infrastructure Bonds, the committee charged with putting together a compromise package for consideration by the Senate and Assembly.

A common theme is emerging from these hearings. At the Senate hearings the major concerns consisted of the project selection process, the lack of public debate in crafting the bond proposals, and the apparent attempt to circumvent the separation of powers between the executive and legislative branch. The last issue was the focus of Senator Kuehl comments that pointed out the Governor plans to make all bond proceeds subject to a continuous appropriation. This circumvents the annual budget process and the Legislature's oversight and authority on appropriating state funds.

The Senate Transportation & Housing Committee will focus on the public participation and project selection process next week. While the Senate Transportation's initial hearing was limited to an overview of the Governor's plan, many members were critical of creating a planning process centralized within Caltrans and the BT&H Agency. Next weeks hearing is expected to focus on the public involvement of the existing transportation planning process and the need to build upon the existing STIP process

instead of creating a parallel process. There has also been little support shown for using gas tax revenues to back \$14 billion in revenue bonds.

Governor's Strategic Growth Plan (SGP): Governor Schwarzenegger unveiled his Strategic Growth Plan for California. Using existing resources, new user fees, and private investment, the Governor plans to leverage \$68 billion in general obligation bonds to finance a \$222 billion investment plan that covers the next 10 years. The Governor also proposes to cap the amount of resources that can be used for debt service to 6% of revenues. The Plan spreads the bonds out over the next five election cycles as follows:

	2006	2008	2010	2012	2014	Total
Transportation	\$6.0	\$6.0				\$12.0
Education	\$12.4	\$4.2	\$7.7	\$8.7	\$5.0	\$38.0
K-12	(\$7.0)					(\$26.3)
Higher Ed	(\$5.4)					(\$11.7)
Water & Flood Control	\$3.0		\$6.0			\$9.0
Public Safety	\$2.6		\$4.2			\$6.8
Courts & Other Public Infrastructure	\$1.2		\$1.0			\$2.2
Total	\$25.2	\$10.2	\$18.9	\$8.7	\$5.0	\$68

Strategic Growth Plan for Transportation: The Governor's SGP for transportation outlines an investment of \$107 billion over the next 10 years. The plan omits new investment in public transportation or local transportation projects, and does not include issues such as housing and infill development. The \$107 billion investment in transportation includes the following assumptions for existing revenue sources, new bond money, and private investment:

- \$47 billion from existing funding sources. *This includes Proposition 42 funds, federal SAFETEA-LU funds, existing state fuel excise tax and weight fees, and tribal gaming bonds.*
- \$48 billion in new funding would result from leveraging existing funds. *The new funds consist of new and extended local transportation sales tax programs, operational savings realized through using design-build contracting, and revenue generated through public/private partnerships. The Governor also counts \$3.1 billion in GARVEE bonds in the out years of the 10 year plan as new revenue. Additional "new" revenue would be realized in 2015 when the Plan would use 25% of existing gas tax and weight fee revenue to securitize bonds. This would generate approximately \$14 billion for transportation projects.*

- \$12 billion in new bond funds to attract increased federal, local and private funding. *Half of these bonds would be placed on the June 2006 ballot with the remaining amount appearing on a 2008 ballot.*

The Governor's investment plan for transportation is outlined in AB 1838 (Oropeza) and in the Senate by SB 1165 (Dutton). These bills contains all aspects of the Governor's transportation proposal, including the bond proposals, design-build and design sequencing contracting proposals, and the toll road and toll lane proposals. ACA 4 (Plescia) contains the Governor's proposal for "fixing" Prop 42.

ACA 4 would simply repeal the ability for the Governor and Legislature to suspend the transfer of Prop 42 funds when a fiscal emergency is declared. This proposal does not address the need to further tighten the restriction on loaning transportation funds to the general fund.

As contained in the legislative vehicles, the Governor's SGP for transportation proposes the following elements:

Planning process: The Governor's plan for transportation would create a new transportation programming process parallel to the existing STIP process. As specified in AB 1836 and SB 1165, projects funded by the Governor's plan would be selected by Caltrans and the BT&H Agency and adopted by the CTC. The projects must be on the state highway system or be a "focus route" project, which are non-interstate routes that connect two urban areas. While a regional agency may request the CTC to substitute a project on the Caltrans list, the CTC must adopt findings that the project is more consistent with the adopted guidelines. In addition, the allocation of funds for a substitute project must receive the concurrence of Caltrans and approval by the CTC. The bill does not allow a local agency to directly request a substitute project.

Not only does the Governor's proposal create a new planning process, the bond revenue would be exempt from the traditional funding guarantees. These guarantees include the north-south split requirement, the county share calculation, and the SB 45 state/regional split. In some instances these funds would also not be counted in the STIP fund estimate. However, the guidelines require Caltrans to consider "a reasonable geographic balance at the system and project level" when selecting projects.

\$12 billion in general obligation bonds: The SGP would place \$6 billion on the ballot in 2006 and \$6 billion on the ballot in 2008. The 2006 bond proposal would include the following funding elements:

- \$1.7 billion for performance improvements to the state highway system.
- \$1.3 billion for safety and rehabilitation projects o the state highway system.
- \$300 million for corridor mobility project, which include operational improvements and system management strategies that reduce congestion.
- \$200 million for intelligent transportation systems and other technology based projects

- \$400 million for intercity rail projects.
- \$100 million for bicycle and pedestrian projects, including park & ride projects. These projects must be included in a regional transportation plan.
- \$1 billion for mitigation projects. These projects must reduce air pollution from both publicly and privately owned vehicles.
- \$1 billion for transportation infrastructure projects that improve the flow of goods and services, as well as enhancing environmental quality, to port facilities.

The Governor proposes to place an additional \$6 billion bond act on the 2008 ballot for the following purpose:

- \$3.6 billion for performance improvements to the state highway system
- \$200 million for safety and rehabilitation projects.
- \$100 million for intercity rail projects.
- \$100 million for bicycle and pedestrian projects.
- \$2 billion for transportation infrastructure projects that improve the flow of goods to and from ports.

\$14 billion revenue bond secured by State Highway Account funds. In 2012, the Governor proposes to place on the ballot a proposal to issue \$14 billion in revenue bonds. This proposal would dedicate up to 25% of both the fuel tax revenue and the weight fee revenue deposited into the State Highway Account to secure the revenue bonds. This amount could not exceed \$1.025 billion per year. While all projects that receive funds from these revenue bonds must be included in a regional transportation plan, the projects would be selected by Caltrans and BT&H and approved by the CTC. A regional transportation agency could propose a substitute project. These funds would also be exempt from north-south split, county share, and SB 45 funding guarantees.

Design-Build Contracting: The SGP would allow Caltrans, any regional transportation agency, any transportation authority created under PUC Section 180000, and Santa Clara VTA to utilize design-build contracting for any transportation project. The provisions for using design-build follow the “boiler plate” design-build language utilized by select counties and cities, as well as transit agencies. However, the Plan does not include a sunset date or limit design-build contract to dollar threshold.

Toll Roads & Toll Lanes: The SGP expands the ability for Caltrans and regional transportation agencies to enter into public/private partnerships for constructing toll lanes, HOT lanes, or toll roads. The language specifically states that these provisions should not affect the ACCMA’s ability to implement HOT lanes as provided in existing law. Unlike provisions in the ACCMA’s authority, these provisions do not allow for toll revenue to be used for mass transportation services in the toll corridor, and they do not specifically exempt bus service from the toll requirements. However, the proposal would allow regional transportation agencies to develop and operate bus only lanes and charge a toll for other users of the bus only lane.

The Legislative Analyst's Office Overview of the Governor's SGP for Transportation

The Legislative Analyst, Liz Hill, presented her thoughts on the Governor's plan to the Assembly Transportation Committee earlier this week and outlined areas of concern for the Legislature to consider. The LAO's overview highlighted the following issues:

The State Transportation Improvement Program planning and funding process should not be abandoned. The SGP is not consistent with the current STIP process, which ensures that state funds are allocated in an equitable manner that is consistent with state and regional priorities. According to a review of regional plans by the LAO, most of the projects on the proposed list are not in the regions 5 year RTIP. In addition, the SGP requires a project to be included in a regional plan, even if that project was not initially included in regional plan. Therefore most of the projects do not have a completed project study report, which means many of the projects listed would not be ready for construction for several years.

Continuous appropriation authority unwarranted/ accountability needed. The SGP proposes for the general obligation bonds and the revenue bond funds be continuously appropriated. This severely limits the Legislature ability to oversee the appropriation of funds and the selection of categories. The projects would be selected and the plans adopted with no Legislative input. This also limits accountability in how the funds are programmed and allocated.

Risk for matching bond funds. The SGP proposes the leverage by a 4-to-1 matching ratio (bonds to private investment) for \$3 billion of the GO bond amount. However, it is unclear what the risk to the state is of losing the incentive funding if the project does not materialize after the state match is provided.

Potential negative impact on highway maintenance. The SGP would take up to 25 percent of future gas tax and weight fee revenues "off the top" to pay the debt service on \$14 billion in revenue bonds. This potentially leaves insufficient funds for ongoing maintenance and rehabilitation.

Caltrans staffing needs. The staffing needs at Caltrans to deliver the projects funded by the bonds is unknown. If the bond proceeds are continuously appropriated, Caltrans would not be subject to legislative oversight or budgeting.

SB 1024 (Perata): The Safe Facilities, Improved Mobility and Clean Air Bond Act of 2006:

Countering the Governor's proposal, Senate President Pro Tem Perata introduced SB 1024 last year. As proposed to be amended, SB 1204 would place a \$13.125 billion bond proposal on the ballot in 2006. These funds would be used to address a wide range of infrastructure needs ranging from transportation to flood control and housing. The allocation of these funds would rely primarily on existing planning and allocation processes. While not in print, the following outlines the programs that SB 1024 would fund:

The Safe Facilities Account: \$2.250 billion

Levees and Local Flood Subvention Funds:	\$1,200 million
Transit Security Program:	\$ 500 million
Grade Separation Projects:	\$ 325 million
Local Bridge Seismic Retrofit Funds:	\$ 125 million
Port Security Grant Program:	\$ 100 million

The Improved Mobility and Clean Air Account: \$8.300 billion

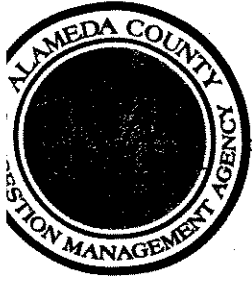
Proposition 42 Repayment:	\$2,300 million
Trade Corridor Improvements:	\$2,000 million
STIP Augmentation:	\$1,500 million
State and Local Partnership Program	\$1,000 million
Hi-Speed Rail:	\$1,000 million
Port Air Quality Improvement	
(Moyer Funds):	\$ 400 million
EEMP Funds:	\$ 100 million

The Affordable Housing, Infill and Transit Oriented Development Account: \$2.575 billion

Affordable Housing Subsidy:	\$1,400 million
Infill Incentives and Planning Funds:	\$1,000 million
TOD Program:	\$ 400 million

Governor's Proposed Transportation Budget

- **Hydrogen Highways:** \$6.5 million in Motor Vehicle Account funds is allocated to the Air Resources Board to continue the implementation of the Hydrogen Highway. These funds would be used to help construct three fueling facilities and to leverage federal funds to purchase five hydrogen fueled buses to be used by public transit agencies.
- **State Transit Assistance:** The budget provides \$235 million for State Transit Assistance (STA), which provides operating funds for public transit operators. This is a \$35 million increase over the current year. While the "spill over" is expected to reach \$325 million in 2006-07, none of it will be deposited into the Public Transportation Account or STA. Last session the Governor and the Legislature agreed to retain the first \$200 million in spill over funds in the general fund and to divert the next \$125 million to the Toll Bridge Retrofit Program. Spill over occurs when revenues from gasoline sales tax exceeds _ percent of the sales tax generated on all taxable sales.
- **Proposition 42:** The Budget fully funds the Proposition 42 by transferring \$1.4 billion in fuel sales tax revenue from the general fund to transportation programs. This transfer will provide \$678 million for Traffic Congestion Relief Program (TCRP) projects, \$582 million for STIP projects and \$146 million for the Public Transportation Account. Pursuant to prior funding agreements cities and counties are not scheduled to receive a Prop 42 allocation for local streets and roads in 2006-07 and 2007-08.
- **Prop 42 Loan Repayments:** The budget proposes to use \$920 million in general fund revenue to partially repay one year early Prop 42 loans made to the general fund. The repayment plan would allocate \$582 million to STIP projects, \$410 million to TCRP projects, and \$255 million would be split between cities and counties for local street and road maintenance projects. No funds would be used to repay the Public Transportation Account and State Transit Assistance.
- **New federal funds:** The budget estimates that SAFETEA-LU will provide California an additional \$975 million in transportation funds in the current budget year and in the 2006-07 fiscal year.
- **Tribal Gaming Bonds:** Litigation continues to hold-up the sale of \$1 billion in bonds financed by the new tribal gaming compacts. In the event that these bonds are sold an additional \$465 million would be deposited into the State Highway Account, \$290 million would be available for TCRP projects, and \$122 million would be allocated to Public Transportation Account for transit capital projects, and cities and counties would split \$122 million for local streets and roads.
- **High-Speed Rail Authority:** The budget provides \$1.3 million to continue the operations of the Authority. The Governor also proposed to indefinitely postpone the vote on the \$9.9 billion High-Speed Rail Bond Act that is currently on the November 2006 ballot.



ALAMEDA COUNTY CONGESTION MANAGEMENT AGENCY

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Mayor

Sheila Young

City of Union City

Mayor

Mark Green

Executive Director

January 25, 2006

Senator Don Perata
Senate President pro Tempore
State Capitol, Room 205
Sacramento, CA 95814

RE: ***SB 1024 (Perata): The Safe Facilities, Improved Mobility and Clean Air
Bond Act of 2006***

Dear Senator Perata:

On behalf of the Alameda County Congestion Management Agency, thank you for your leadership by proposing an infrastructure bond measure. SB 1024 promotes an equitable solution for securing urgently needed infrastructure funding for highway expansion projects, seismic retrofit needs, and port and mass transportation security issues.

With the release of the Governor's \$68 billion bond proposal, we can appreciate the challenge you face in reaching agreement on a transportation bond. *We wish to express our support for your approach that identifies program priorities, but leaves the choice of projects to the local, regional and state planning process now in place.* It is disturbing that the Governor has chosen to forego long standing planning principles, such as the north/south split and county share allocations, for a process that centralizes all decisions within the BT&H Agency.

You are aware of the significant investments needed for Alameda's transportation system. *Attached is a list of high priority projects throughout Alameda County* where financial assistance is essential to address the investment needs for our highways, public transit system, and transit oriented development projects. All of these programs could benefit from the funding proposed in SB 1024.

Additionally, we ask that you consider the following:

- ☐ *Criteria favoring self-help counties when considering projects for funding.* So often significant State funds are committed to projects in non-self-help counties. We feel that this puts an unfair burden on self-help counties to further dip into their own transportation funds when limited State funding is consumed by projects in non-self-help counties. Such a provision will serve as an incentive for all communities to contribute their fair share, thus leveling the playing field for everyone.

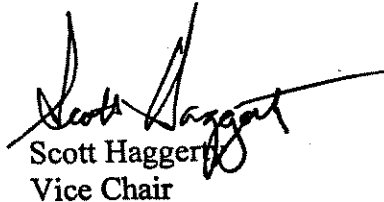
- *A funding category for Intelligent Transportation Systems and High Occupancy Toll lanes.* Both of these applications are showing promise in managing the existing infrastructure in a manner that improves travel in a corridor for all users.
- *The need for additional funding for the rehabilitation and maintenance of local roads.* We urge you to consider funding for local roads in the final transportation package, perhaps a bond secured by the Proposition 42 funding dedicated to local roads. A dollar spent today on rehabilitation of roads in fair condition will save five dollars five years from now.

Thank you again for your leadership in transportation. We look forward to our meeting on February 23 to discuss our projects and ideas with you. If you have any questions or need additional information, please give us a call or contact Dennis Fay at (510) 836-2560.

Sincerely,



Larry Reid
Chair



Scott Haggart
Vice Chair

cc: Senator Liz Figueroa
Senator Tom Torlakson
Assemblywoman Loni Hancock
Assemblywoman Wilma Chan
Assemblyman Johan Klehs
Assemblyman Alberto Torrico
Assemblyman Guy Houston
Steve Wallauch, Lynn Suter & Associates

file Legislation/2005-6/ SB 1024 (Perata)

- The Alameda County CMA is moving forward with a **Goods Movement Corridor** plan that encompasses I-880, I-238 and I-580 from the Port to the Central Valley. A tentative list of improvements exceeding \$1 billion has been developed. The following provides some details.
 - **I-580 in the Livermore Valley** – This is the second most congested corridor in the entire Bay Area, surpassed by only I-80 in Alameda and Contra Costa counties. The CMA's long-range plan envisions improvements in this corridor approaching \$500 million. This is one of the CMA's five high priority projects in its long-range plan. This critical freight route providing access to the Central Valley and serving the Port will need State assistance if we are to make the investments necessary in this corridor.
 - **I-880** – This is also a critical freight corridor linking the South Bay to the Port and the Port to the Central Valley via I-238 and I-580. Our plan has identified improvements in this corridor exceeding \$200 million. Again, State help will be needed to complete the funding.
 - **I-238** – This important link will be improved with Measure B funds, but additional freight improvements will be needed in the form of a truck bypass lane. This improvement could easily exceed \$200 million.
- **BART Oakland Airport Connector** – This project will be ready for construction next year. State funding in the amount of \$70 million would avoid the need for private sector financing that could drive up the fare. This is one of the CMA's five high priority projects in its long-range plan.
- **Transit Oriented Development (TOD)** – Several TODs are nearing construction, including the Mac Arthur Transit Village, the Coliseum TOD and the Ed Roberts Campus in Berkeley. Funding from the State would assure that these projects proceed in a timely fashion.
- **I-680 Smart Carpool Lane** – This project would implement a high occupancy toll lane on southbound I-680 over the Sunol Grade as authorized by State legislation and partially funded by Alameda County's Measure B. When operational, this will be the first HOT lane in northern California. Additional funding through the bond measure will ensure timely implementation of this project. This is one of the CMA's five high priority projects in its long-range plan.
- **AC Transit's Rapid Bus Program** – With the San Pablo Avenue success, AC Transit is embarking on a similar program in the Telegraph and Int'l Blvd corridors; this new corridor will be open to service in July 2006 and is one of the CMA's five high priority projects in its long-range plan. AC is also considering the MacArthur corridor. State funding would be very helpful in moving this new Rapid Bus corridor along.
- **Warm Springs BART Extension** – This project will benefit from full funding of the Traffic Congestion Relief Program, but the cost of land and grade separations continues to increase. State funding for several grade separations in Fremont would better assure the delivery of this important link that is necessary for BART to be linked to Santa Clara County. This is one of the CMA's five high priority projects in its long-range plan.

Bay Area CMA Directors

State Infrastructure Financing Package Principles February 1, 2006

General Principles

1. Remove the suspension provision in Proposition 42 and prohibit loans, other than short-term loans for cash flow purposes.
2. Repay in full any previous loans of transportation funds to the general fund with interest, as required under existing law.
3. Allocate the majority of new funds to existing programs that support transportation investment in a multi-modal system, such as the State Transportation Improvement Program (STIP), or to program-level funding categories, such as goods movement.
4. Oppose the use of revenue bonds backed by existing transportation funding sources, if they would negatively impact Traffic Congestion Relief Program and STIP commitments.
5. Expedite project delivery by streamlining design and construction and other proposals to improve project delivery in California, including public/private partnerships.
6. Provide additional funding for rehabilitation of the existing transportation system
7. Authorize new user fees to augment the amount of any bond measures in order to support an adequate transportation investment program through the STIP and to support local transportation investments.

Bond Measure Principles

8. Recognize the existing local, regional and state planning and programming process specified in current law as a framework for selecting the best candidate projects for bond funding.
9. Select projects for funding where the state commitment fully funds the project and allows the project to actually be built.
10. Provide a reward or incentive to counties that have generated local revenue to improve the state highway and transit system.
11. At a minimum, address the following transportation needs through the infrastructure bond:
 - Additional funding for the State Transportation Improvement Program.
 - Funding for large projects having a significant impact on travel and congestion between regions and within regions. These projects would be nominated directly to the California Transportation Commission by Caltrans and regional agencies/county transportation agencies, with a final program selected by the CTC.
 - Funding for goods movement and trade corridors.
 - Funding for new technologies to better manage the transportation system, referred to as Intelligent Transportation Systems (ITS).